TOWN OF ABINGDON, VIRGINIA
HISTORIC PRESERVATION REVIEW BOARD
REGULAR MEETING
WEDNESDAY, NOVEMBER 3, 2021 – 5.15 p.m.
COUNCIL CHAMBERS
MUNICIPAL BUILDING

Welcome to the Historic Preservation Review Board Regular Meeting. This is a citizen Board, appointed by the Town Council, to interpret and uphold the Historic Preservation Ordinance, which is Article 8 of the Abingdon Zoning Ordinance that protects the Historic District of Abingdon, which has been designated the Old and Historic District. Our aim on this Board is to provide a positive bridge between the property owners of the district and the design review process, so we welcome you to today's meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Anyone addressing the Board will approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – Byrum Geisler, Chairman

B. ROLL CALL – Mayana Rice, Community Development Director

C. APPROVAL OF MINUTES

- **October 6, 2021 – Regular Meeting**
- **October 20, 2021 – Work Session**

D. CERTIFICATE OF APPROPRIATENESS

1. Certificate of Appropriateness –LSN LLC; 158 East Main Street, Abingdon, VA 24210; owner. Ned Loyd; 4778 S. Blue Ridge Turnpike, Rochelle, VA 22738; Representative. Application for Certificate of Appropriateness to replace back window under the exterior stairway to meet safety egress requirements. Change window size to meet egress building code requirements, using the same style of window. **Located at 158 East Main Street, Abingdon, VA 24210. Tax Map No. (013-1-114)**

2. Certificate of Appropriateness –Dana Hurley; 5825 3rd Place NW, Washington, DC; owner. Application for Certificate of Appropriateness to change exterior siding and two windows. Replace deck boards, stairs, ceiling boards and new railings. **Located at 231 NW Valley St., Abingdon, VA 24210. Tax Map No. (011-5-102)**

E. PUBLIC COMMENTS

F. DISCUSSION

1. **COA and Waivers**
2. **Preservation Plan Discussion**

G. BUSINESS/MATTERS NOT ON THE AGENDA

H. ADJOURNMENT

TOWN OF ABINGDON
HISTORIC PRESERVATION REVIEW BOARD
REGULAR MEETING
WEDNESDAY, OCTOBER 6, 2021 – 5:15 P.M.
COUNCIL CHAMBERS– MUNICIPAL BUILDING

A Regular meeting of the Historic Preservation Review Board was held on Wednesday, October 6, 2021, at 5:15 pm in the Council Chambers in the Municipal Building.

A. WELCOME by – Mr. Byrum Geisler

B. ROLL CALL – Tyler Vencill, Town Engineer & Interim Zoning Administrator

Members of the Board Present: **Mr. Peyton Boyd**
Mr. Mike Owens
Mrs. Kristi Hartshorn
Mrs. Betsy White (arrived at 5:23)
Mr. Byrum Geisler

Members of the Board Absent: None

Comprising a quorum of the Board – Yes

Administrative Town Staff: Mr. Tyler Vencill, Town Engineer & Interim Zoning Administrator
Mrs. Mayana Rice, Community Development Director
Mrs. Janice Dornon, Administrative Assistant

C. APPROVAL OF MINUTES (VIDEO 6:26 – 7:36)

- **September 1, 2021, Regular Meeting**
- **September 21, 2021, Preservation Plan Work Session**

On a motion by Mr. Owens, seconded by Mrs. Hartshorn, the board approved the minutes for September 1, 2021, Regular Meeting, as presented.

The roll call vote was as follows:

Mr. Peyton Boyd	**Abstained**
Mr. Mike Owens	**Aye**
Mrs. Kristi Hartshorn	**Aye**
Mrs. Betsy White	**Aye**
Mr. Byrum Geisler	**Aye**

On a motion by Mrs. Hartshorn, seconded by Mr. Owens, the board approved the minutes for September 21, 2021, Preservation Plan Work Session as presented.

The roll call vote was as follows:

Mr. Peyton Boyd	**Abstained**
Mr. Mike Owens	**Aye**
Mrs. Kristi Hartshorn	**Aye**
Mrs. Betsy White	**Aye**
Mr. Byrum Geisler	**Aye**

D. CERTIFICATE OF APPROPRIATENESS

1. Certificate of Appropriateness –Vickie Wampler; 102 Valley St. NW, Abingdon, VA 24210; owner. Application for Certificate of Appropriateness to construct small cottage or an addition, and replace the roof. **Located at 102 Valley Street NW, Abingdon, VA 24210. Tax Map No. (012-1-51) VIDEO (7:37 – 46:40)**

Ms. Vickie Wampler represented the property located at 102 Valley St. NW, Abingdon, VA.

Below is a list of the items that were presented and approved in the following motion:

1. Windows: Pella wood window to match main structure, 5’ x 36”

2. Wood Shutters: Black appropriate-sized functioning shutters hinged with shutter dog bars. Front of house only.

3. Roof: Shingles, same on the cottage and replace on the main house, color Charcoal.

4. Door: 6-panel fiberglass door, painted SW 2812 Rookwood Jade, aluminum screen door.

5. Foundation: Matt Bundy, the Architect suggests a concrete slab, the contractor suggests a block foundation. Foundation to be finished like the main house with stucco.

6. Driveway: Moving the driveway down to make room for the cottage to have yard space. The driveway will be finished with asphalt.

7. Light fixtures: Black wrought iron fixtures.

8. Porch Railing: Depends on the height of the porch floor.

9. Fence: Remove split rail fencing to prepare for grading.

10. Grading: To level a space for the cottage and correct drainage issues.

11. Porch Posts: Reinforce fiberglass posts.

12. Wood Window Boxes: On cottage and main house.

13. Gutters and downspouts: ½ round gutters and downspouts.

14. Porch Floor: Concrete Slab, potential to change to tongue & groove wood floor.

15. Siding: Smart siding & soffit, Painted SW 7006

16. Columns: Reinforced fiberglass, suggested for her to look at the Chatsworth website for samples/style ideas.

17. Cottage to face Church Street.

On a motion by Mr. Owens, seconded by Mrs. White, the board approved the COA as described above.

The roll call vote was as follows:

Mr. Peyton Boyd	**Aye**
Mr. Mike Owens	**Aye**
Mrs. Kristi Hartshorn	**Aye**
Mrs. Betsy White	**Aye**
Mr. Byrum Geisler	**Aye**

2. Certificate of Appropriateness –Daris M. Clifton; 5610 Wisconsin Ave., Apt. 20B, Chevy Chase, MD, 20815; owner. Peyton Boyd, Peyton Boyd Architect PC, P.O. Box 2524, Abingdon, VA, 24212; Representative. Application for Certificate of Appropriateness to remove the existing door, modify and/or replace windows with prefinished aluminum clad with simulated divided lights. Replace deteriorated windowsills, paint color to match existing paint color. Install new lap wood siding. **Located at 131 East Main Street, Abingdon, VA 24210. Tax Map No. (012-1-91) VIDEO (46:41 – 59:58)**

Mr. Peyton Boyd represented the property located at 131 East Main Street, Abingdon, VA.

Below is a list of the items that were presented and approved in the following motion:

1. Replace rotten windowsills with precast concrete with a smooth finish. Repair sash and frame for re-glazing.

2. Add a new window at the rear of the new kitchen wall; raise windowsills to 42" to accommodate the new lower kitchen cabinets. New window to be pre-finished aluminum-clad non-functioning window.

3. Eliminate one of the entrance doors.

On a motion by Mrs. White, seconded by Mr. Owens, the board approved the COA as presented.

The roll call vote was as follows:

Mr. Peyton Boyd	**Abstained**
Mr. Mike Owens	**Aye**
Mrs. Kristi Hartshorn	**Aye**
Mrs. Betsy White	**Aye**
Mr. Byrum Geisler	**Aye**

E. PUBLIC COMMENTS

F. DISCUSSION (VIDEO 59:59 – 1:28:22)

1. Preservation Plan Discussion – Resolution to Town Council for Historic District expansion from Church Street to Deadmore Street.

Mr. Geisler suggested that expanding the Historic District might be pre-mature. He recently spoke with an owner in the 300 block of Main Street that showed some opposition to being included in the Historic District expansion. The homeowner felt that there were too many restrictions on homeowners in the Historic District.

Mrs. White would like to see the community educated on what the Historic District truly is and about the advantages of the tax credit program. Could a pamphlet be created to help with educating the homeowners and the local Realtors? Could the restrictions in the expanded district be less restrictive?

Mrs. Hartshorn stated that the Historic District draws visitors and potential homeowners to the area.

Mrs. Rice said that a public meeting could be held with owner participation.

Mr. Geisler suggested that the HPRB hear the Entrance Corridor COA's that are in the Historic District.

The HPRB board members set up a Work Session for October 20, 2021, at 5:15 in the Arthur Campbell Room. The board requested that a copy of the GIS map of the new boundaries and the footprint of the state Historic District be available. The members agreed that it might be a good idea to visit the owners in the proposed new district to collect feedback. Board will consider lesser restrictions for the new district and seek the Town Councils' permission for the expansion. The board would like to set up a timeline for the expansion to keep the project moving forward.

G. OLD BUSINESS/MATTERS NOT ON THE AGENDA

H. ADJOURNMENT

On Motion by Mr. Owens, seconded by Mrs. White, for the board to adjourn the meeting.

The roll call vote was as follows:

Mr. Peyton Boyd	**Aye**
Mr. Mike Owens	**Aye**
Mrs. Kristi Hartshorn	**Aye**
Mrs. Betsy White	**Aye**
Mr. Byrum Geisler	**Aye**

Mr. Geisler declared the meeting adjourned.

Meeting adjourned at 6:41 P. M.

_____
Byrum Geisler, Chairman

_____
Tyler Vencill, Town Engineer and
Interim Zoning Administrator

TOWN OF ABINGDON
HISTORIC PRESERVATION REVIEW BOARD
PRESERVATION PLAN MEETING
WEDNESDAY, OCTOBER 20, 2021 5:15 P.M.
ARTHUR CAMPBELL ROOM, MUNICIPAL BUILDING

A. WELCOME by – Mr. Byrum Geisler

B. ROLL CALL – Mayana Rice, Community Development Director

MEMBERS OF THE COMMITTEE PRESENT:

MR. PEYTON BOYD
MRS. BETSY WHITE
MR. MIKE OWENS
MRS. KRISTI HARTSHORN
MR. BYRUM GEISLER
MR. MICHAEL WEAVER

MEMBERS OF THE COMMITTEE ABSENT: **NONE**

COMPRISING A QUORUM of the BOARD: **Yes**

GUEST: **MS. PATRCIA KETTLE, 351 OAKLAND ST. SW, ABINGDON, VA**

ADMINISTRATIVE STAFF: **MAYANA RICE, COMMUNITY DEVELOPMENT DIRECTOR**
JANICE DORNON, SECRETARY

C. MEETING OBJECTIVES (VIDEO 5:15 – 51:44)

1. Preservation Plan Discussion

1. Expansion of the Historic District to include the 300 West Main Street, Academy Drive, and Oak Hill.

2. Contributing and non-contributing structures eligible for tax credits.

3. Board proposed to expand the Historic District to match the state footprint.

4. Educate citizens about the Historic Districts.

5. Mr. Geisler and Mrs. White to present the expansion to the Town Council to see if it is a possibility.

D. DISCUSSION

E. BUSINESS/MATTERS NOT ON THE AGENDA

F. ADJOURNMENT

On a motion by Mrs. Hartshorn, seconded by Mrs. White recommending that the meeting be adjourned with no further business to address.

The roll call vote was as follows:

MR. PEYTON BOYD
MRS. BETSY WHITE
MR. MIKE OWENS
MRS. KRISTI HARTSHORN
MR. BYRUM GEISLER
MR. MICHAEL WEAVER

Adjourn Time: 6:00 P.M.

_____
Byrum Geisler, Chairman

_____
Janice Dornon, Secretary

S T A F F R E P O R T

TO: **ABINGDON HPRB**

FROM: **MAYANA RICE, COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: **REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR A WINDOW AT 158 E. MAIN STREET**

PUBLICATION DATE: **OCTOBER 27, 2021**

MEETING DATE: **NOVEMBER 3, 2021**

LOCATION: **COUNCIL CHAMBERS, TOWN HALL**
133 WEST MAIN STREET, ABINGDON, VA

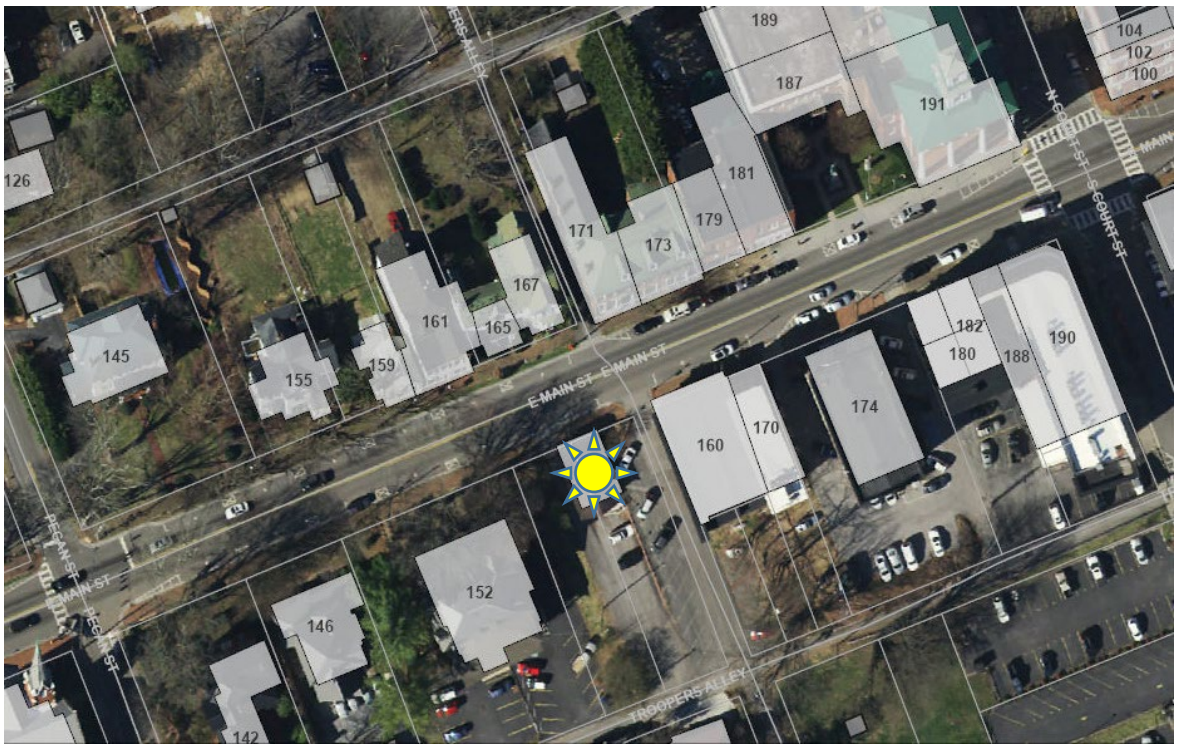
REQUEST:

Ned Loyd (Representative) for LSN LLC (Owner) have requested approval of a Certificate of Appropriateness for a window enlargement at 158 E Main Street (Parcel 013-1-114).

The property is within the Old and Historic Zoning District (OH) and is within Subdistrict Number 3 therefore requiring the approval of the HPRB prior to completion. The Property is converting to a mixed use structure.

The application states, "*The window on the back of the building under the exterior stairs does not meet fire safety egress requirements. I am requesting being able to change the size of the window to meet the egress building code requirement. I will not change the color or general styling of the window. Only the dimensions will change*."

VICINITY MAP:



STRUCTURE:

LOITERING

ZONING MAP:

155
159
E MAIN ST
E MAIN ST
158
160
170
174
BREWERS ALLEY
OH
Subdistrict
#3
152
146
TROOPERS ALLEY

STAFF FINDINGS:

1. **Location.** The Subject Property contains approximately 0.149 acres and is legally described as PT LOT MAIN ST R L KNOTT JR. Generally, the Subject Property is located at 158 E Main Street.

2. **Background.** The site is currently in the process of being renovated into a mixed use building with a residential apartment on the lower level. Due to the change in use there is a requirement for an egress window for fire safety. The window is visible from Troopers Alley, although due to its location under the stairs is very minimal.

3. **Access.** Access to the site will continue to be Troopers Alley and Main Street.

4. **Adjacent Land Uses/Zoning.** Adjoining properties are OH Subdistrict #3.

5. **Topography.** The parcel slopes downward away (south) from Main Street. From Troopers Alley the window is slightly visible looking upward (north).

6. **Applicable Requirements of the Old and Historic District**

Zoning Ordinance

8-4. Certificate of appropriateness required to erect, construct, reconstruct, alter, restore, move or demolish a building. [Ord. of 6-2-2003]

8-4-1. In order to promote the general welfare through the preservation and protection of historic places and areas of historic interest, the following review procedures shall be followed:

(a) Certificates of appropriateness. Except as provided below in Sections 8-4-1(b) and 8-13-3, no building or structure within the old and historic district may be demolished or moved in whole or in part, ***nor may any architectural features of said building or structure which are subject to public view from any public street, right-of-way or place be altered in any way that affects the external appearance*** *of the building or structure, including such items as roofs, chimneys, fences and color changes, without (i) prior approval of an application to the board of architectural review ("board") hereinafter created, and (ii) the board's issuance of a certificate of appropriateness. Neither shall any building or structure hereafter be erected, constructed, reconstructed, altered, restored, moved or demolished within the old and historic district without the same prior approval and issuance of a certificate of appropriateness.*

Staff Findings: This window did not constitute a waiver as it is an architectural feature subject to view from a public street or right-of-way. The HPRB is required to review and make a decision on the request.

Design Review Guidelines

45. Windows

a. Windows that are original should be preserved in their original location, size and design and with their original materials and number of panes (glass lights).

b. Unless they are located out of the public view, windows that are not original should not be added to the primary or secondary facade of a building.

c. Windows should be repaired rather than replaced; an appropriate method of repair is by the use of wood epoxy. However, if replacement is necessary the replacement window should match the window being replaced in both material and design. Wood windows clad in vinyl or pre-finished aluminum are acceptable where appropriate to the architectural style of the building if they are located at the rear or sides of buildings and are not readily in the public view.

d. Original windows of steel or aluminum should be repaired, but if repair is not feasible, replaced with new windows appropriate to the period and style of the building.

e. New windows should have raised muntins visible on the outside of the glass surface. True divided-light muntins are preferred, but only if their cross-section profile is appropriate to the architectural style of the building in both size and shape. Properly sized simulated divided lights with muntins permanently attached to the exterior face of the window are acceptable.

Staff Findings: The new window will be a different size as is required by the building and fire departments for egress.

STAFF SUGGESTED CONDITIONS OF APPROVAL:

If the Historic Preservation Review Board decides to approve the Certificate of Appropriateness request, staff suggests the following conditions of approval be attached in order to secure the preservation of the Old and Historic District is maintained:

1. Submittal of the final brand and model of window that will be added to the structure will occur prior to the approval of the Building Permit.

REQUIRED ACTIONS OF THE HISTORIC PRESERVATION REVIEW BOARD:

A. **Sample Motions.** The role of the Historic Preservation Review Board in this instance is to decide on the Certificate of Appropriateness request. The following sample motions have been provided by Staff for consideration by the HPRB:

- **Sample Motion for Approval:** Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 8-4 of the Town of Abingdon Zoning Ordinance, I move to approve the Certificate of Appropriateness for 158 E. Main Street, with approval subject to all

applicable laws and regulations, staff findings and staff recommended conditions (or with staff recommended conditions with the following modifications…)

- **Sample Motion for Denial:** Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 8-4of the Town of Abingdon Zoning Ordinance, I move to deny the Certificate of Appropriateness for 158 E. Main Street Certificate of Appropriateness.

- **Sample Motion for Continuance:** Having reviewed and considered the application materials, staff report, and public comment, I move to continue 158 E. Main Street Certificate of Appropriateness for the purpose of (explain reason for continuance, and if applicable, specify any additional information that is being requested) until (state the date when the item will be heard again).

Exhibits:

A: Applicant's Submittal Packet

CC:

S:\Shared With Me\Planning Department\HPRB Meetings\HPRB\2021\11. November 2021\Staff Report - 158 E Main Street.docx

Abingdon, Virginia

IMPORTANT NOTE:
The complete application must be filed with the Town of Abingdon's Office of Planning and Zoning no later than 2 weeks prior to the next scheduled meeting in order to be heard at that scheduled meeting of the Historic Preservation Review Board. Applications received after the deadline will be heard at the following month's meeting. If an application is not complete, it will not be included on the next meeting's agenda. To avoid delays, it is recommended that applicants review the Old Historic District's Design Guidelines found at: www.abingdon-va.gov/announcements.htm#BAR and meet with the Planning Department staff before the deadline to review their application.

APPLICATION FOR CERTIFICATE OF APPROPRIATENES

Town of Abingdon, Virginia

Historic Preservation Review Board
133 West Main Street · P. O. Box 789 · Abingdon, VA 24212
Phone (276) 628-3167 · Fax (276) 698-3412

Location of Property: 158 East Main Street, Abingdon, VA 22738	**Historic District?:** Yes
Business Name (if applicable):	**Tax Map No:** 013-1-114
Applicant/Property Owner Name (PRINTED): LSN LLC	**Representative Agent(s) Name:** Ned Loyd
Signature: Ned Loyd	**Firm:** Owner
Mailing Address: 4778 S Blue Ridge Tpke	**Mailing Address:** 4778 S Blue Ridge Tpke
City: Rochelle	**City:** Rochelle
State/Zip: VA / 22738	**State/Zip:** VA / 22738
Phone/Fax Number: 4345313690	**Phone/Fax Number:** 4345313690
Email: nedloyd1@gmail.com	**Email:** nedloyd1@gmail.com

Project Type (list all that apply): Exterior Change

If other, please describe:

Per Abingdon, Virginia Code of Ordinances, you may be eligible for local tax credits/abatements. Are you requesting tax credit/abatements for this project? **No**

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historical Preservation Review Board meeting, on the date assigned by staff, typically the first Wednesday of each month at 5:15 p.m., to present my proposal and that failure to attend may result in denial of my proposal by the Review Board due to insufficient information. No material change in the apprearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Review Board for any modification to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval. I hereby authorize town staff and/or members of the Historic Preservation Review Board the right to enter my property during normal business hours for the purposes of investigating my request for a Certificate of Appropriateness.

Signed: Ned Lloyd Date: October 22, 2021

PLEASE READ:
Applicants are encouraged to submit completed applications with sufficient information to allow a clear understanding of the proposal by the Historic Preservation Review Board members and Planning Department staff. Applications that do not clearly communicate the proposed new construction, alterations or changes will result in delays. Planning Department staff will periodically inspect properties for compliance with the COA. Failure to comply may also result in delays in the issuance of a Certificate of Occupancy, fines, or other enforcement actions.

FULL DESCRIPTION OF PROPOSAL: (please attach more sheets if necessary)

The window on the back of the building under the exterior stairs does not meet fire safety egress requirements. I am requesting being able to change the size of the window to meet the egress building code requirement. I will not change the color or general styling of the window. Only the dimensions will change.

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate "not applicable" and explain in the space provided why it is not necessary for this project.

☐ Sketch, drawing and/or elevations showing the proposed changes or improvements, and an adequate number of photographs to show the area of the proposed alteration: **Attached elevation with new proposed window size shown.**

☐ Site plan or plat of property: **No change in site plan**

☐ Details of signage such as: material, color, mounting type & location, wording on sign: **No change**

☐ A list of material including color samples that identifies the type and quality of materials to be used in the Proposed Project: **New window, of same material color and style as existing window.**

☐ If you are, requesting tax credits for this project there will be a $50.00 application fee

☐ Other (please attach more sheets if necessary)

To be Completed/Initialed by Planning Department Staff

_____ COA application has been reviewed and deemed to be complete.

_____ List of adjoining property owners notified of this COA application has been attached to this application.

Code: 011/Budget line item: 100-3-13-030-0400

Attachments Submitted:

158 East Main back window replacement.pdf

nL

S T A F F R E P O R T

TO: **ABINGDON HPRB**

FROM: **MAYANA RICE, COMMUNITY DEVELOPMENT DIRECTOR**

SUBJECT: **REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR 231 VALLEY ST NW**

PUBLICATION DATE: **OCTOBER 27, 2021**

MEETING DATE: **NOVEMBER 3, 2021**

LOCATION: **COUNCIL CHAMBERS, TOWN HALL**
133 WEST MAIN STREET, ABINGDON, VA

REQUEST:

Dana Hurley (Owner) have requested approval of a Certificate of Appropriateness for 231 Valley St NW (Parcel 011-5-102).

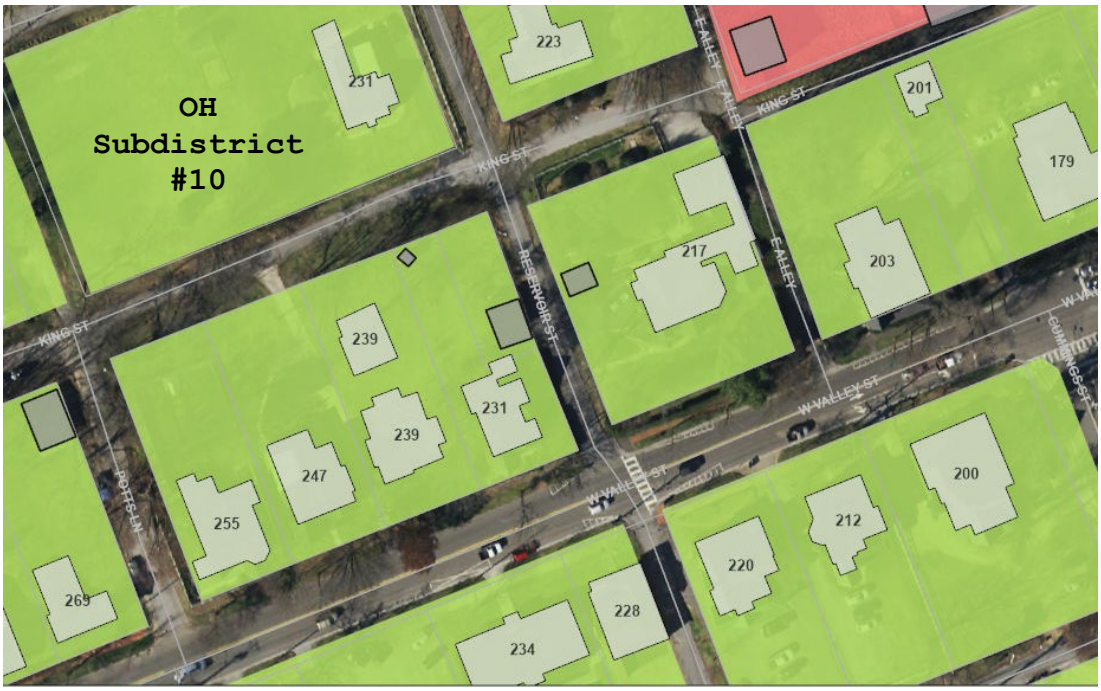
The property is within the Old and Historic Zoning District (OH) and is within Subdistrict Number 10 therefore requiring the approval of the HPRB prior to completion.

The application states:

- *Change exterior siding and trim colors.*
- *Change two windows to wooden windows of same visual appearance on west wall (south wall faces Valley St).*
- *Replace front porch rotted deck boards and stairs with similar materials. Paint deck grey as existing.*
- *Remove old damaged porch ceiling boards with T&G bead board.*
- *Remove deck railing and install at height to meet code.*

VICINITY MAP:

ZONING MAP:



STRUCTURE PHOTOS:

STAFF FINDINGS:

1. **Location.** The Subject Property contains approximately 0.149 acres and is legally described as LOT 102 WEST VALLEY ST. Generally, the Subject Property is located at 231 Valley St W.

2. **Background.** The site is currently a single family home and the applicants have indicated it will continue as a single family home.

3. **Access.** Access to the site will continue to be W Valley St and Reservoir St.

4. **Adjacent Land Uses/Zoning.** Adjoining properties are OH Subdistrict #10.

5. **Topography.** The parcel slopes upward (north) from Valley Street.

6. **Applicable Requirements of the Old and Historic District**

Zoning Ordinance

8-4. Certificate of appropriateness required to erect, construct, reconstruct, alter, restore, move or demolish a building. [Ord. of 6-2-2003]

8-4-1. In order to promote the general welfare through the preservation and protection of historic places and areas of historic interest, the following review procedures shall be followed:

(a) Certificates of appropriateness. Except as provided below in Sections 8-4-1(b) and 8-13-3, no building or structure within the old and historic district may be demolished or moved in whole or in part, ***nor may any architectural features of said building or structure which are subject to public view from any public street, right-of-way or place be altered in any way that affects the external appearance*** *of the building or structure, including such items as roofs, chimneys, fences and color changes, without (i) prior approval of an application to the board of architectural review ("board") hereinafter created, and (ii) the board's issuance of a certificate of appropriateness. Neither shall any building or structure hereafter be erected, constructed, reconstructed, altered, restored, moved or demolished within the old and historic district without the same prior approval and issuance of a certificate of appropriateness.*

Staff Findings: The HPRB is required to review and make a decision on the request.

Design Review Guidelines

45. Windows

a. Windows that are original should be preserved in their original location, size and design and with their original materials and number of panes (glass lights).

b. Unless they are located out of the public view, windows that are not original should not be added to the primary or secondary facade of a building.

c. Windows should be repaired rather than replaced; an appropriate method of repair is by the use of wood epoxy. However, if replacement is necessary the replacement window should match the window being replaced in both material and design. Wood windows clad in vinyl or pre-finished aluminum are acceptable where appropriate to the architectural style of the building if they are located at the rear or sides of buildings and are not readily in the public view.

d. Original windows of steel or aluminum should be repaired, but if repair is not feasible, replaced with new windows appropriate to the period and style of the building.

e. New windows should have raised muntins visible on the outside of the glass surface. True divided-light muntins are preferred, but only if their cross-section profile is appropriate to the architectural style of the building in both size and shape. Properly sized simulated divided lights with muntins permanently attached to the exterior face of the window are acceptable.

Staff Findings: The new windows are proposed to match the windows on the Valley St. The Building Official indicated that if the windows are for a bedroom area, they would need to comply with VEBC section 304.3. Essentially, if the replacement is not smaller and operates the same as the previous window it should be fine.

1.The replacement window is the manufacturer's largest standard size window that will fit within the existing frame or existing rough opening. The replacement window shall be permitted to be of the same operating style as the existing window or a style that provides for an equal or greater window opening area than the existing window

The building code dictates the specifics for the window replacements.

34. Porch Columns and Balustrades

a. Porch columns and balustrades should be preserved and maintained. Where repair is required, the owner should use materials to match the original dimensions and detailing. If the original columns and balustrades have been removed or replaced, the porch should be restored to its original design, or if that is unknown and cannot readily be determined, to a traditional design compatible with the architectural style of the associated building.

b. Porch columns often deteriorate first at the bottom next to the porch floor, in which case the owner should consider removing and replacing the deteriorated area rather than replacing the entire column. Similarly, the deteriorated area may also be boxed in the case of square cross section porch columns or the deteriorated wood repaired with wood epoxy.

c. Front porches may require new balusters (also called spindles or pickets) for the balustrade, in which case the replacements should be of appropriate size and design for the building's style and period. Balusters should only be attached to the top and bottom rails, not to the floor or face of porch floor.

35. Porch Staircases and Steps
a. Porch staircases and steps original to a property should be retained in their original location and configuration. Wood and concrete steps should be repaired with materials to match the original.

b. If the porch has a wood floor, it should generally have wooden steps. However, in some cases brick or concrete steps may also be appropriate.

c. Porch staircases and steps added to a building should have newel posts and balusters, treads and risers and any other details needed to match the original porch construction.

Staff Findings: The comments received from the building official indicate the following:

Railing – If all the railing is to be replaced, then the new railing would need to comply with current building code. If a section, or part of section is replaced, then it could match existing.

903.3Replacement.
Replacement of existing or missing features using original materials shall be permitted. Partial replacement for repairs that match the original in configuration, height, and size shall be permitted. Replacement glazing in hazardous locations shall comply with the safety glazing requirements of Chapter 24 of the VCC.

Porch floor and steps – Replacing the flooring with any compliant material is fine. Replacing steps with a totally new set would need to comply with current code.

STAFF SUGGESTED CONDITIONS OF APPROVAL:

If the Historic Preservation Review Board decides to approve the Certificate of Appropriateness request, staff suggests the following conditions of approval be attached in order to secure the preservation of the Old and Historic District is maintained:

No conditions suggested.

REQUIRED ACTIONS OF THE HISTORIC PRESERVATION REVIEW BOARD:

A. **Sample Motions.** The role of the Historic Preservation Review Board in this instance is to decide on the Certificate of Appropriateness request. The following sample motions have been provided by Staff for consideration by the HPRB:

- **Sample Motion for Approval:** Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 8-4 of the Town of Abingdon Zoning Ordinance, I move to approve the

Certificate of Appropriateness for 231 NE Valley Street, with approval subject to all applicable laws and regulations, staff findings and staff recommended conditions (or with staff recommended conditions with the following modifications…)

- **Sample Motion for Denial:** Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 8-4of the Town of Abingdon Zoning Ordinance, I move to deny the Certificate of Appropriateness for 231 NE Valley Street Certificate of Appropriateness.

- **Sample Motion for Continuance:** Having reviewed and considered the application materials, staff report, and public comment, I move to continue 231 NE Valley Street Certificate of Appropriateness for the purpose of (explain reason for continuance, and if applicable, specify any additional information that is being requested) until (state the date when the item will be heard again).

Exhibits:

A: Applicant's Submittal Packet

CC:

S:\Shared With Me\Planning Department\HPRB Meetings\HPRB\2021\11. November 2021\Staff report - 231 NE Valley Street.docx

Abingdon, Virginia

IMPORTANT NOTE:
The complete application must be filed with the Town of Abingdon's Office of Planning and Zoning no later than the third Monday of the month to be heard at the next month's Historic Preservation Review Board meeting. Applications received after the third Monday of the month will be heard at the following month's meeting. If an application is not complete, it will not be included on the meeting agenda. To avoid delays, it is recommended that applicants review the Old and Historic District's Design Guidelines found at www.abingdon-va.gov/announcements.htm#BAR and meet with Planning Department staff before the deadline to review their application.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
Town of Abingdon, Virginia

Historic Preservation Review Board
133 East Main Street • P.O. Box 789 • Abingdon, VA 24212
Phone: (276) 628-3167 • Fax: (276) 698-3412

Location of Property: 231 NW Valley St, Abingdon Va	Historic District?: ☑ Yes ☐ No
Business Name (if applicable):	Tax Map No: ?
Applicant/Property Owner Name (PRINT): Dana Hurley	Representative Agent(s) Name:
Signature:	Firm:
Mailing Address: 5825 3rd Place nw	Mailing Address:
City: Washington	City:
State/Zip: DC	State/Zip:
Phone/Fax Number: 240-372-6846	Phone/Fax Number:
Email: DSHURLEY730@GAMIL.COM	Email:

(Check the Appropriate Boxes - Check all that Apply)

☑	Exterior Change	☐	Addition	☐	Relocation
☐	Wall/Fence	☐	Deck/Porch	☐	Demolition
☐	Driveway/Parking Area	☐	New Structure/Building	☐	Grounds/Landscaping
☐	Dumpster/HVAC, etc. screen	☑	Other WINDOW	☐	Other _____

Per Abingdon, Virginia Code of Ordinances, you may be eligible for local tax credits/abatements. Are you requesting tax credits/abatements for this project? ☐ Yes ☑ No

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historic Preservation Review Board meeting, on the date assigned by staff, typically the first Wednesday of each month at 5:15 p.m., to present my proposal and that failure to attend may result in the denial of my proposal by the Review Board due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Review Board for any modifications to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval. I hereby authorize town staff and/or members of the Historic Preservation Review Board the right to enter onto my property during normal business hours for the purposes of investigating my request for a Certificate of Appropriateness.

Signed _____ Date 10/16/2021

PLEASE READ:
Applicants are encouraged to submit complete applications with sufficient information to allow a clear understanding of the proposal by the Historic Preservation Review Board members and Planning Department staff. Applications that do not clearly communicate the proposed new construction, alterations or changes will result in delays. Planning Department staff will periodically inspect properties for compliance with the COA. Failure to comply may also result in delays in the issuance of a Certificate of Occupancy, fines, or other enforcement actions.

FULL DESCRIPTION OF PROPOSAL: (please attach more sheets if necessary)

Change exterior siding and trim colors. [attached]

Change two windows to wooden windows of same visual appearance on west wall [south wall faces Valley St]

Replace front poch rotted deck boards and stairs with similar materials. Paint deck grey as existing

Replace old damaged porch ceiling boards with T&G bead board

Remove deck railing and install at height to meet code. Railing is currently setting on the deck boards which has trapped water to cause rotting. Current railing is tooo low and creating a safety haxard. Should railings be too damaged to reinstall and be safe, we will replace with new railings at 36" above deck

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate "not applicable" and explain in the space provided why it is not necessary for this project.

- [x] Sketch, drawing and/or elevations showing the proposed changes or improvements, and an adequate number of photographs to show the area of the proposed alteration
- [x] Site plan or plat of property
- [ ] A list of materials including color samples that identifies the type and quality of materials to be used in the Proposed Project

  Paints to be first quality Sherwin Williams
  Windows to be wooden double hung with trim to match existing

  Porch deck boards to match existing, ceiling boards to be wooden tongue and groove, beaded.
- [ ] $50.00 application fee if requesting tax credits
- [ ] Are you requesting tax credits for this project?
- [ ] Other (please attach more sheets if necessary)

To be Completed/Initialed by Planning Department Staff

___ COA application has been reviewed and deemed to be complete.
___ List of adjoining property owners notified of this COA application has been attached to this application.

Code: 011/Budget line item: 100-3-13-030-0400

formerly Freestons land, thence with Taylors line S. 37 E. 76 poles to a stake on top of the hill, by the side of a new road, thence with the new road S. 55 W. 43 poles to the beginning, being a part of the tract mentioned in the deed from John R. White and wife as containing thirty four acres and ninety four poles. And the parties of the first part covenant that they will warrant specially the lots and land hereby conveyed. Witness the following signatures and seals.

J. M. Rose (Seal)
R. E. Rose (Seal)

State of Virginia
County of Washington, to wit:

I, Geo. R. Barr, a Notary Public for the county of Washington, in the State of Virginia, do hereby certify that Jackson M. Rose, whose name is signed to the writing hereto annexed, bearing date on the 28th day of November 1885, hath acknowledged the same before me in my County aforesaid; and I also certify that Barbara E. the wife Jackson M. Rose whose names are signed to the said writing, bearing date on the said 28th day of November 1885 personally appeared before me in the county aforesaid, and being examined by me, privily and apart from her husband, and having the writing aforesaid fully explained to her, she, the said Barbara E. Rose, acknowledged the said writing to be her act, and declared that she had willingly executed the same and does not wish to retract it.

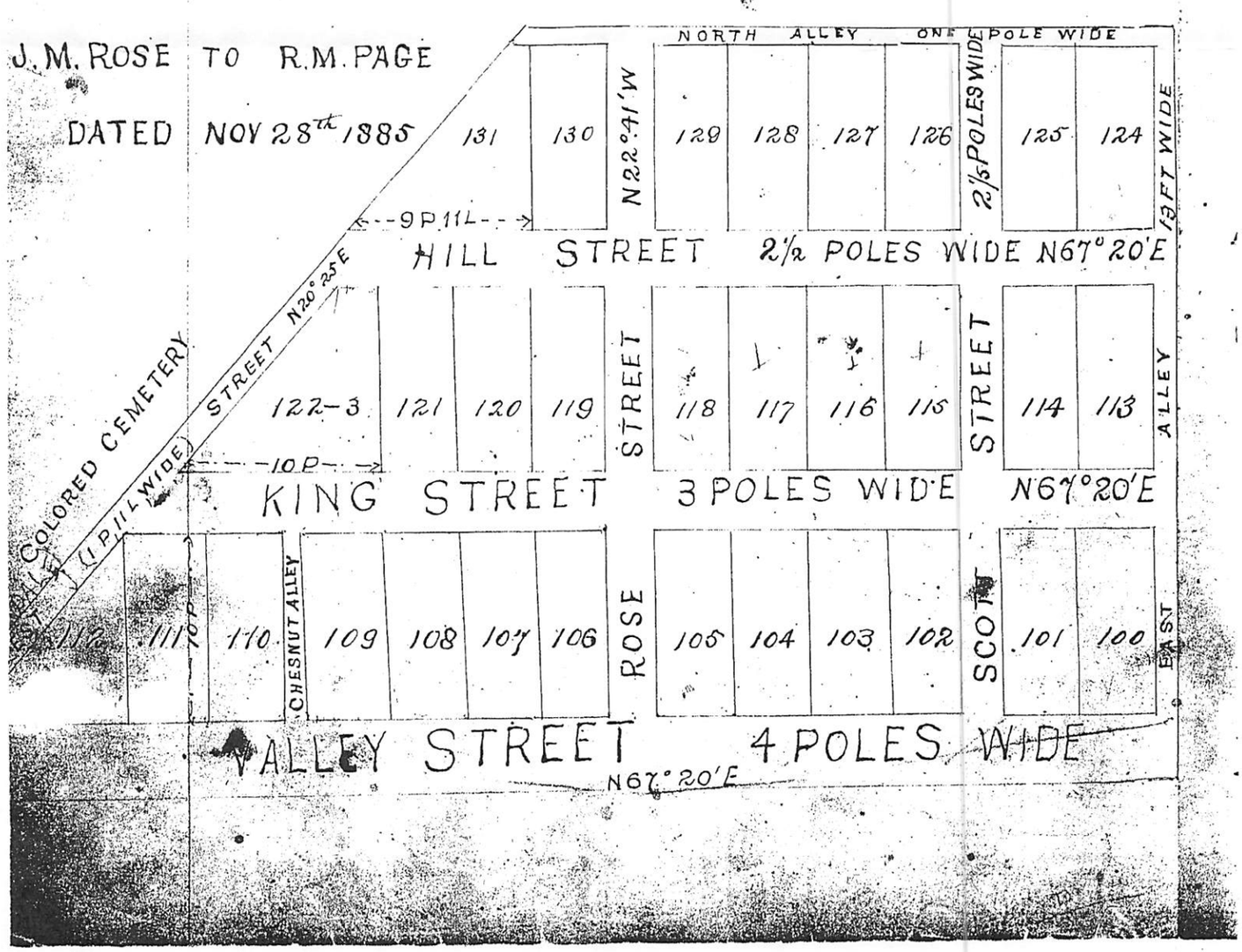
Given under my hand this 31st day of December, 1887.

Geo. R. Barr, Notary Public

PLAT A WITH DEED FROM

J. M. ROSE TO R. M. PAGE

DATED NOV 28th 1885



lor:

License plate

wish to be contacted re

o not write below thi

Referred To:

Dept.

As

40

SHERWIN-WILLIAMS 703611 10/15/21
301-588-0614 Order# 0276245

EXTERIOR ARCHITECTURAL
A-100 LATEX
SATIN IFC 8012NP

7012 CREAMY

SHER-COLOR FORMULA

CCE*COLORANT	OZ	32	64	128
G2-New Green	-	-	-	1
R2-Maroon	-	-	-	1
Y3-Deep Gold	-	2	-	1

ONE GALLON EXTRA WHITE
A82W00151 640389177

NOT RECOMMENDED FOR USE ON VINYL

Non Returnable Tinted Color

CAUTION: To assure consistent color, always order enough paint to complete the job and intermix all containers of the same color before application. Mixed colors may vary slightly from color strip or color chip.

0276245-002

SHERWIN-WILLIAMS 703611 10/15/21
301-588-0614 Order# 0276245

EXTERIOR ARCHITECTURAL
A-100 LATEX
SATIN IFC 8012NP

7621 SILVERMIST

SHER-COLOR FORMULA

CCE*COLORANT	OZ	32	64	128
B1-Black	-	29	1	-
G2-New Green	-	6	-	-
Y3-Deep Gold	-	11	-	1

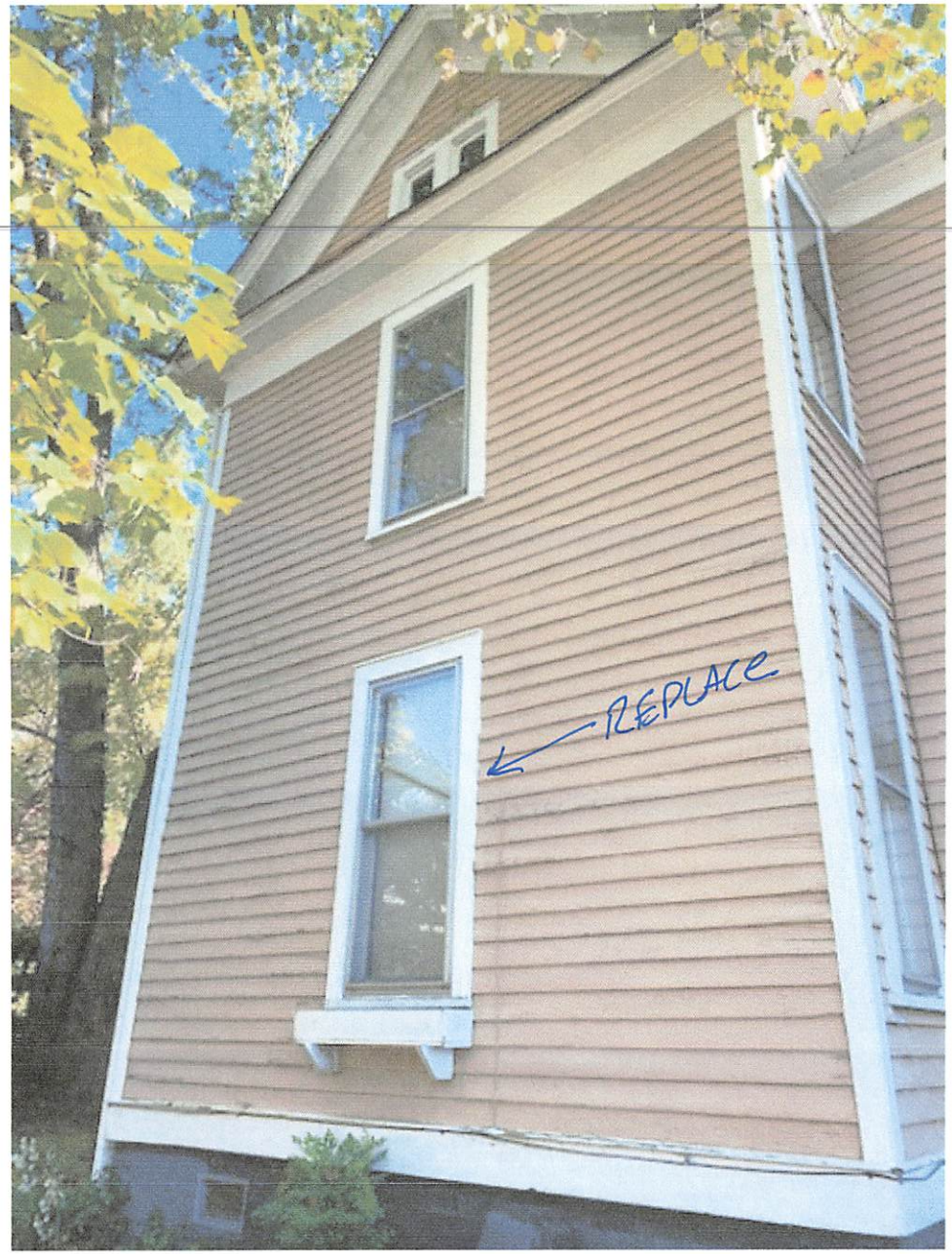
ONE GALLON EXTRA WHITE
A82W00151 640389177

NOT RECOMMENDED FOR USE ON VINYL

Non Returnable Tinted Color

CAUTION: To assure consistent color, always order enough paint to complete the job and intermix all containers of the same color before application. Mixed colors may vary slightly from color strip or color chip.

0276245-003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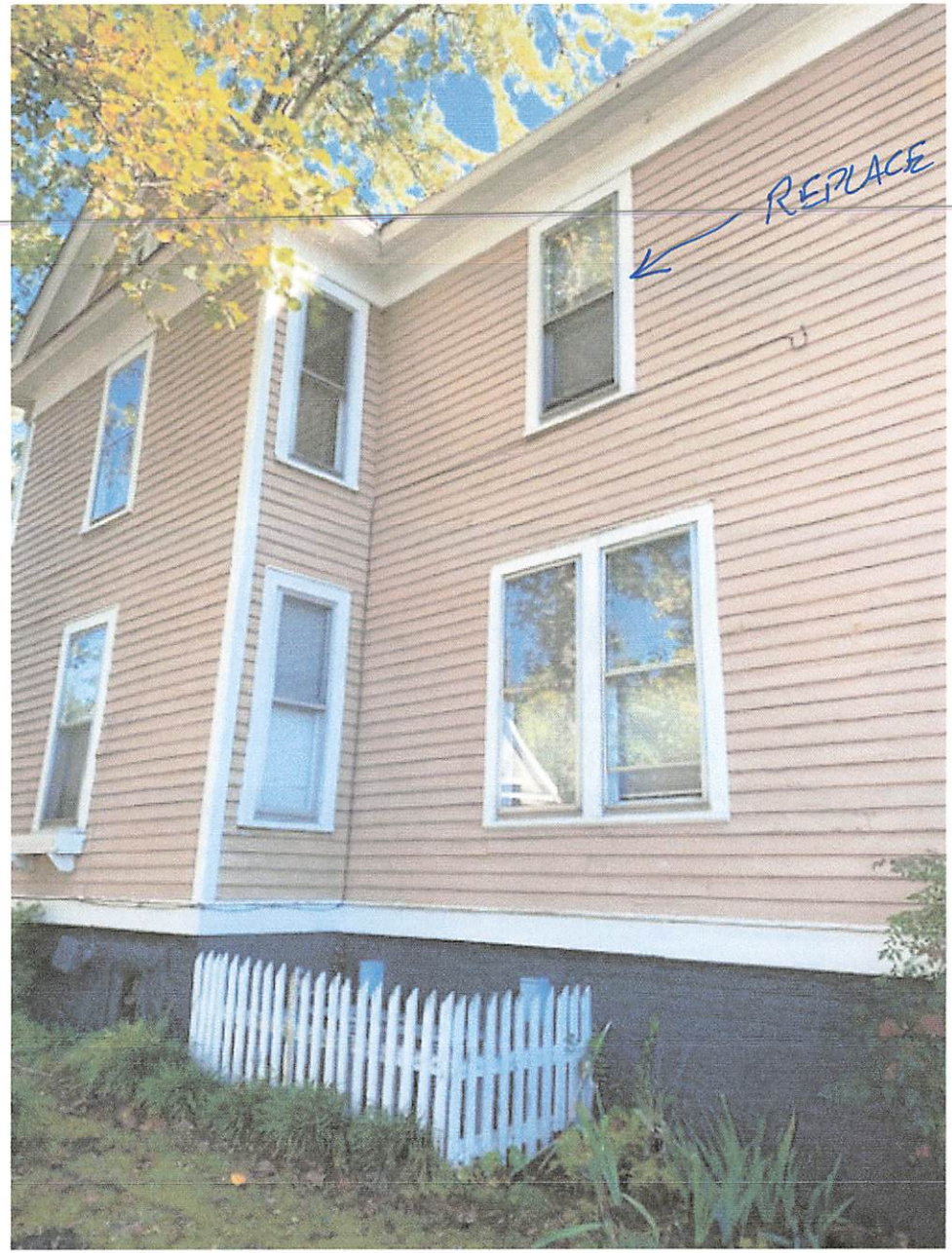
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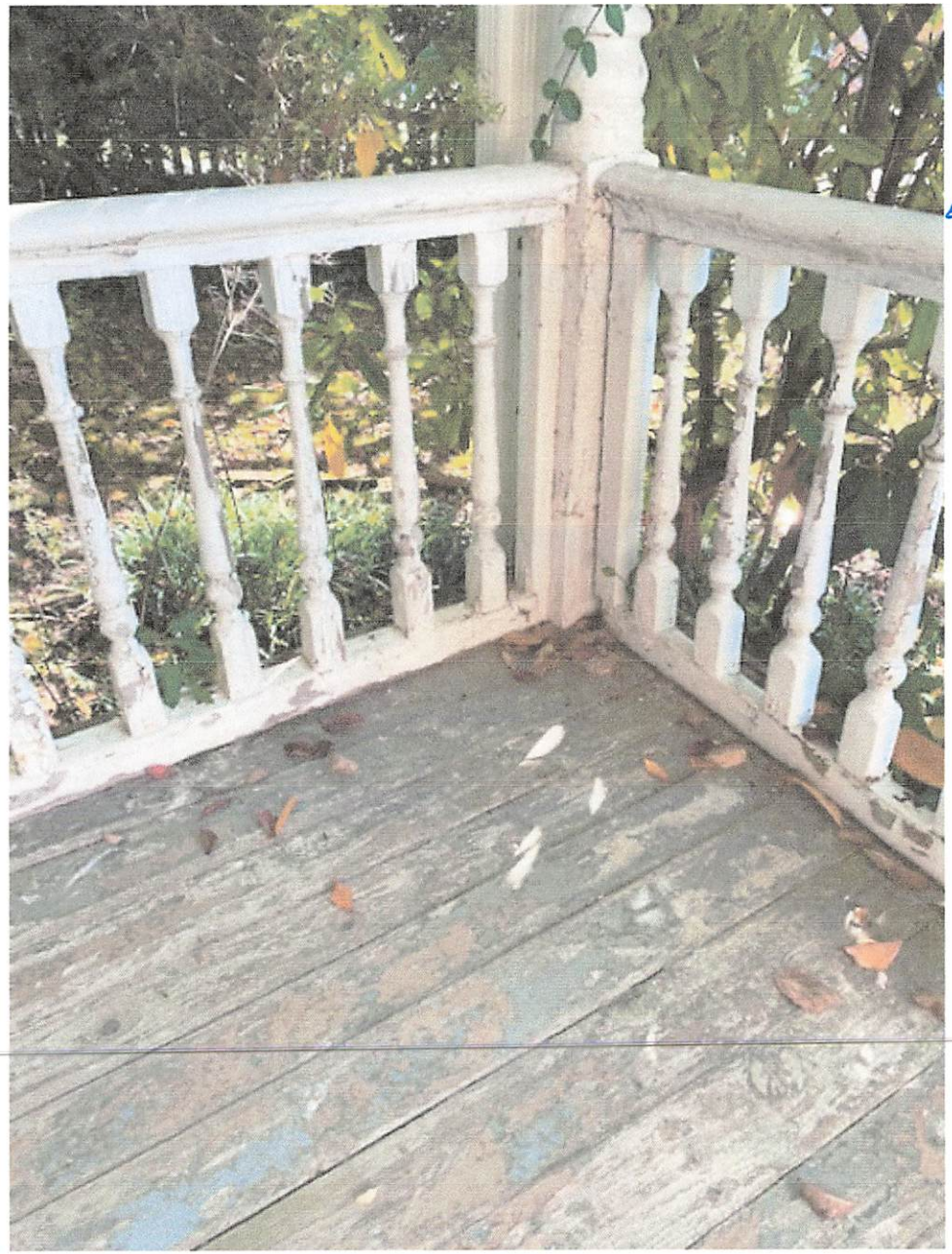

LOW TOP RAIL HEIGHT

BASE RAIL ROTTEN, SHOULD BE OFF OF DECK BOARDS

APPLICATION FOR WAIVER OF CERTIFICATE OF APPROPRIATENESS

Application is hereby made for waiver of Certificate of Appropriateness under Article 8, section 8-4-1, b of the Zoning Ordinance of the Town of Abingdon. Such waiver is limited to the following under the Guidelines adopted on May 5th, 2004 by the Board of Architectural Review as follows:

The Zoning Administration of the Town may determine that certain minor actions involving buildings and structures within the Old and Historic District will have no permanent effect on the character of the District, and, by written waivers exempt the minor actions from review by the Historic Preservation Review Board. Such minor actions shall be limited to the following:

A. Repainting in a paint scheme that duplicates the existing paint colors. Provided, however:
   - The paint used should be of high quality to provide long lasting finish.
   - Paint colors should be appropriate for the building or structure's architectural style and design, as to which the Board of Architectural Review will provide recommendations at the owner's request.
   - Unpainted masonry should be left unpainted.
B. Addition or deletion of storm windows and doors, window gardens, awnings, temporary canopies, window air conditioners or similar appurtenances.
C. Addition or deletion of television or radio antennas, skylights or solar collectors in locations not visible form a public street, right of way or place.
D. Any alterations or other changes within the building or structure, which are not visible from a public street, right of way or place.
E. Relocation of heating and cooling systems on the property provided they are screened per the Design Guidelines.
F. Planting of grass, trees or shrubs and other landscape improvements, excluding, however, any landscape treatment, which would substantially alter the old and historic aspects of the particular building or structure or involve construction of fences, walls, walkways, pools, fountains and like improvements, which might affect the appearance of the historic site.
G. Repair of roof or guttering using materials that replicate existing material.

Name of Owner: Ramsey & Betsy White

Name of Business (if applicable): _____

Address: 133 East Main Street Telephone No.: 276.628.5556 274.8923

Item and number from list above that is the subject of this request: A

Touch-up glazing & painting of windows – SAME color as existing white

~~Other:~~

Tax Map Number: _____ Approved by the Zoning Administrator: ☐ Yes ☐ No

Location in Historic District (Sub-district): _____

Other comments: _____

Betsy J. White / 10/8/21 — Signature of Owner / Date

Mayn Rice / 10/8/21 — Signature of Zoning Administrator / Date

Each application for waiver should be on the form provided by the office of Zoning Administrator and documented by appropriate drawing, plans and other depiction of the proposed addition, deletion or other alteration, together with samples of the materials and colors to be used in taking the minor actions.

APPLICATION FOR WAIVER OF CERTIFICATE OF APPROPRIATENESS

Application is hereby made for waiver of Certificate of Appropriateness under Article 8, section 8-4-1, b of the Zoning Ordinance of the Town of Abingdon. Such waiver is limited to the following under the Guidelines adopted on May 5th, 2004 by the Board of Architectural Review as follows:

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   - Paint colors should be appropriate for the building or structure's architectural style and design, as to which the Board of Architectural Review will provide recommendations at the owner's request.
   - Unpainted masonry should be left unpainted.
B. Addition or deletion of storm windows and doors, window gardens, awnings, temporary canopies, window air conditioners or similar appurtenances.
C. Addition or deletion of television or radio antennas, skylights or solar collectors in locations not visible form a public street, right of way or place.
D. Any alterations or other changes within the building or structure, which are not visible from a public street, right of way or place.
E. Relocation of heating and cooling systems on the property provided they are screened per the Design Guidelines.
F. Planting of grass, trees or shrubs and other landscape improvements, excluding, however, any landscape treatment, which would substantially alter the old and historic aspects of the particular building or structure or involve construction of fences, walls, walkways, pools, fountains and like improvements, which might affect the appearance of the historic site.
G. Repair of roof or guttering using materials that replicate existing material.

Name of Owner: Pearsey & Betsy White

Name of Business (if applicable): _____

Address: 133 East Main Street Telephone No.: 276. 628. 5556
274. 8923 cell

Item and number from list above that is the subject of this request: _____

Other: Brick re-pointing per #24 K of Masonry Brick & Limestone

Tax Map Number: _____ Approved by the Zoning Administrator: ☒ Yes ☐ No

Location in Historic District (Sub-district): _____

Other comments: _____

Betsy K. White / 10/13/21 Margaret Rice / 10/14/21

Signature of Owner Date Signature of Zoning Administrator Date

Each application for waiver should be on the form provided by the office of Zoning Administrator and documented by appropriate drawing, plans and other depiction of the proposed addition, deletion or other alteration, together with samples of the materials and colors to be used in taking the minor actions.

239 Valley NE

APPLICATION FOR WAIVER OF CERTIFICATE OF APPROPRIATENESS

Application is hereby made for waiver of Certificate of Appropriateness under Article 8, section 8-4-1, b of the Zoning Ordinance of the Town of Abingdon. Such waiver is limited to the following under the Guidelines adopted on May 5th, 2004 by the Board of Architectural Review as follows:

The Zoning Administration of the Town may determine that certain minor actions involving buildings and structures within the Old and Historic District will have no permanent effect on the character of the District, and, by written waivers exempt the minor actions from review by the Historic Preservation Review Board. Such minor actions shall be limited to the following:

A. Repainting in a paint scheme that duplicates the existing paint colors. Provided, however:
   - The paint used should be of high quality to provide long lasting finish.
   - Paint colors should be appropriate for the building or structure's architectural style and design, as to which the Board of Architectural Review will provide recommendations at the owner's request.
   - Unpainted masonry should be left unpainted.

B. Addition or deletion of storm windows and doors, window gardens, awnings, temporary canopies, window air conditioners or similar appurtenances.

C. Addition or deletion of television or radio antennas, skylights or solar collectors in locations not visible form a public street, right of way or place.

D. Any alterations or other changes within the building or structure, which are not visible from a public street, right of way or place.

E. Relocation of heating and cooling systems on the property provided they are screened per the Design Guidelines.

F. Planting of grass, trees or shrubs and other landscape improvements, excluding, however, any landscape treatment, which would substantially alter the old and historic aspects of the particular building or structure or involve construction of fences, walls, walkways, pools, fountains and like improvements, which might affect the appearance of the historic site.

G. Repair of roof or guttering using materials that replicate existing material.

Name of Owner: Robert Blake Baker

Name of Business (if applicable): _____

Address: 239 Valley Str. NE, Abingdon VA 24210

Email Address: thebakerhomestead@yahoo.com Telephone Number 276-525-2329

Item and number from list above that is the subject of this request: F (see below)

Other: Adding to existing white picket fence

Tax Map Number: _____ Location in Historic District (Sub-district): ✓

Other comments: The fence posts can be increased but to no greater than 42 inches as there is 50% open between the existing and proposed fence posts. Also fence screening around heat pump shall be no taller than 36 inches.

Approved by the Zoning Administrator: ☐ Yes ☐ No ~~~~~~~~~~~~~~~~~~~~ Denied by the Zoning Administrator: ☐ Yes ☐ No

[signature], 10-18-21 — Signature of Owner, Date

Mayana Rice, 10/22/21 — Signature of Zoning Administrator, Date

Each application for waiver should be on the form provided by the office of Zoning Administrator and documented by appropriate drawing, plans and other depiction of the proposed addition, deletion or other alteration, together with samples of the materials and colors to be used in taking the minor actions.

Fence posts no taller than 42 inches with the 50% opening

Screening for heat pumps no taller than the equipment

§ 8-4. Certificate of appropriateness required to erect, construct, reconstruct, alter, restore, move or demolish a building. [Ord. of 6-2-2003]

8-4-1. In order to promote the general welfare through the preservation and protection of historic places and areas of historic interest, the following review procedures shall be followed:

(a) Certificates of appropriateness. Except as provided below in Sections 8-4-1(b) and 8-13-3, no building or structure within the old and historic district may be demolished or moved in whole or in part, nor may any architectural features of said building or structure which are subject to public view from any public street, right-of-way or place be altered in any way that affects the external appearance of the building or structure, including such items as roofs, chimneys, fences and color changes, without (i) prior approval of an application to the board of architectural review ("board") hereinafter created, and (ii) the board's issuance of a certificate of appropriateness. Neither shall any building or structure hereafter be erected, constructed, reconstructed, altered, restored, moved or demolished within the old and historic district without the same prior approval and issuance of a certificate of appropriateness.

(b) Routine maintenance and minor action exclusion. Upon written application, the zoning administrator of the Town of Abingdon (the "administrator") may determine that certain minor actions involving buildings and structures within the old and historic district will have no permanent effect on the character of the district, and, by written waivers issued to the parties wishing to take the minor actions, exempt them from review by the board. Such minor actions shall be limited to those listed in the design review guidelines described in Section 8-9-1 below under the topic heading "routine maintenance and repair of buildings and other minor actions." Each application for waiver must be on the form provided by the office of the administrator and documented by appropriate samples of the materials and colors to be used in taking the minor actions. With respect to each waiver issued hereunder, the administrator shall see to it through the Town's inspection department that the work performed and materials employed comply with the terms of the particular waiver. Provided, however:

(1) If the administrator is uncertain about his authority to grant a waiver or if the administrator and the applicant cannot agree on changes in any application for waiver, the application shall be referred to the board at its next regularly scheduled meeting for a decision on the question, which decision shall be final;

(2) If the administrator denies an application for a waiver, the applicant may appeal the administrator's decision to the board, in which case the board's decision shall be final; and

(3) If a waiver is issued and the work is commenced but in the opinion of the administrator the work does not qualify for a waiver the administrator

shall order that the work be stopped until the applicant secures a certificate of appropriateness pursuant to Section 8-5 below. In any such case the applicant may appeal to the board, whose decision on the question shall be final.

The administrator shall provide the board with a copy of each application for a waiver at the board's regularly scheduled meeting next following the date the application was received.

(c) Work undertaken without authorization. In addition to the sanctions provided in Article 24, Section 24-2 of this ordinance and any other remedy available at law or in equity, the administrator shall issue a stop work order if any work subject to this Section 8-4 is started without authorization by either the board or the administrator, as provided above in § 8-4-1(a) and (b), respectively. Any such stop work order shall (i) remain in effect until the party proposing to do the work secures appropriate authorization; and, (ii) be subject to the right of such party to appeal the action of the administrator to the board. Such party shall, by following the filing procedure specified in Section 8-12-1 below, have a further right of appeal to the Town Council and from it to the circuit court.

8-4-2. Penalty for violations. The violation of any provision of Section 8-4-1 after its effective date shall be subject to the sanctions provided in Article 24, Section 24-2 of this ordinance.