

**TOWN OF ABINGDON
HISTORIC PRESERVATION REVIEW BOARD
REGULAR MEETING
WEDNESDAY, September 6, 2023 – 5:30 P.M.
COUNCIL CHAMBERS– MUNICIPAL BUILDING**

A regular meeting of the Historic Preservation Review Board was held on Wednesday, September 6, 2023, at 5:30 pm in the Council Chambers in the Municipal Building.

A. WELCOME BY– Mrs. Betsy White, Chair

B. ROLL CALL – Mr. Gabriel Cristofari, Senior Planner/GIS

Members of the Board Present: **Mr. Dwayne Anderson**
 Mrs. Brooke Bunn
 Mrs. Betsy White
 Mr. Peyton Boyd
 Mrs. Kristi Hartshorn

Members Absent: None

Comprising a quorum of the Board – Yes

Administrative Town Staff: Mrs. Mayana Rice, Assistant Town Manager
 Mr. Gabriel Cristofari, Senior Planner/GIS
 Mr. Nick Howard, Planning Tech

C. APPROVAL OF MINUTES

- **August 2, 2023 – Regular Meeting**

On a motion by Mrs. Hartshorn, seconded by Mr. Anderson, the board approved the minutes for August 2, 2023, Regular Meeting as presented. (VIDEO 6:57 – 7:40)

The roll call vote was as follows:

Mr. Dwayne Anderson	Aye
Mrs. Betsy White	Abstain
Mr. Peyton Boyd	Aye
Mrs. Brooke Bunn	Aye
Mrs. Kristi Hartshorn	Aye

D. CERTIFICATE OF APPROPRIATENESS

- 1. Certificate of Appropriateness – Megan Muncy Collins. 129A E. Main Street, Abingdon, VA 24210. Certificate of Appropriateness for Signage. Located at 129A E. Main Street, Abingdon, VA 24210. (Tax Map 012-1-92) (VIDEO 7:41 – 11:21)**

A. Staff report

B. Applicant presentation

C. Public Comment Concerning Item

D. HPRB discussion and decision

Mr. Cristofari provided the staff report.

Megan Muncy-Collins (Applicant) and Jerry's Sign Inc. (Representative) has requested approval of a Certificate of Appropriateness for a projecting/hanging sign. The signage will be hung over the Town owned brick sidewalk. The property is located at 129A E. Main Street (Parcel 012-1-92). The property is within the Old and Historic Zoning District (Sub-District 1), Entrance Corridor Overlay, and can be seen from a public right of way therefore requiring the approval of the HPRB prior to completion.

The Subject Property contains approximately 0.26 acres and is legally described as MAIN ST-BAUGH (Tax Map No. 012-1-92). Parcel 012-1-92 contains two main structures addressed as 129A and 129 E. Main Street and two auxiliary structures located at the North end of the lot. The parcel is in the OH Civic/Business-Focused Subdistrict (Subdistrict 1). Boho Collective will be moving into Forget Me Not's former location and hanging their signage in the exact location and manner as Forget Me Not. Access to the site will continue to be E. Main Street and Plumb Alley. Adjoining properties are zoned Old & Historic District (OH) on all sides of the property.

The applicant is proposing to hang a nonilluminated rectangular shaped sign with concave corners. Proposed signage will have a black border, white background, black lettering, and a green foliage design beneath the business' name. Overall dimensions for the proposed signage are 18" tall x 32" wide equaling 4 sq. ft. and fabricated out of 0.63 white aluminum. Attached to the face of the proposed signage will be digitally printed graphics with a laminate on top.

Since the proposed signage is hanging over the Town owned brick sidewalk the bottom of the sign to the ground must measure 7 ft.

The existing metal mount and bracket will be replaced with a similar mounting system. The proposed mounting system will consist of a metal bracket having an interior metal S-curve as seen in the rendering submitted. These types of sign brackets are used throughout the OH District. Staff would like clarification on the finish color for the bracket.

Jerry's Signs (Representative) staff, Maya, stated that the sign was changed to CNC carved and that it will be HDU material and not aluminum. The sign will also be placed on the existing bracket. Mrs. White (HPRB) asked for clarification on the type of material being used if not metal. Mrs.

Maya (Representative) stated that it will be CNC carved with High Density Urethane material. Mrs. White asked if those were in the district already. Mr. Cristofari (Staff) answered that they are the most common types.

On a motion by Mr. Boyd, seconded by Mr. Anderson, the board voted to approve the application as presented.

The roll call vote was as follows:

Mr. Dwayne Anderson	Aye
Mrs. Betsy White	Aye
Mr. Peyton Boyd	Aye
Mrs. Brooke Bunn	Aye
Mrs. Kristi Hartshorn	Aye

- 2. Certificate of Appropriateness – Charlotte Sutherland. 306 Depot Square, Abingdon, VA 24210. Certificate of Appropriateness for Signage. Located at 306 Depot Square, Abingdon, VA 24210. (Tax Map 019-2-15) (VIDEO 11:21 – 15:12)**

A. Staff report

B. Applicant presentation

C. Public Comment Concerning Item

D. HPRB discussion and decision

Mr. Cristofari provided the staff report.

Charlotte Sutherland (Applicant) and Jerry's Signs Inc. (Representative) has requested approval of a Certificate of Appropriateness for freestanding signage. The signage will be placed in front of the structure on the property. The property is located at 306 Depot Square SW (Parcel 019-2-15). The property is within the Old and Historic Zoning District (Sub-District 3) and can be seen from a public right of way and is therefore requiring the approval of the HPRB to completion.

The Subject Property contains approximately 0.055 acres (Tax Map No. 019-2-15). Parcel 019-2-15 contains five structures addressed as 304 Depot SQ, 306 Depot SQ, 308 Depot SQ, 310 Depot SQ, and 314 Depot SQ. The parcel is located in the OH Artisan-Focused Subdistrict (Subdistrict 3). The Abingdon Depot is currently utilized as an incubator. The Abingdon Depot was built in 1909 and has been owned by the Town of Abingdon since 1982. There is an existing metal L-shaped post painted black at the site showing where existing signage was before. In addition to the existing metal L-shaped post painted black there are two wooden freestanding sign structures with signage for two other businesses located inside the Abingdon Depot. The two wooden freestanding sign structures and their accompanying signage was approved by the HPRB within the last year. Access to the site will continue to be Depot Square. Adjoining properties are zoned Old & Historic District (OH) on the South and East sides and zoned Central Business District (B-3) on the West and North sides.

The applicant proposes to hang a nonilluminated freestanding sign on an existing metal L shaped post in the front yard of the property. The sign material will be metal and be circular in shape. The dimension of the circular sign will be 24 inches in diameter or 3.14 sq. ft. The background color of the sign will be off-white with gold used for the border and lettering. There is existing signage for 304 Depot Square and 308 Depot Square that has been approved by the HPRB within the last year.

Mrs. Charlotte Sutherland (Applicant) stated that Jerry's Signs was working on giving the sign some illumination for the nighttime. Mr. Cristofari (Staff) stated that the applicant would have to come back to the board for illumination, but the sign itself can be approved during the current meeting. Mrs. Sutherland agreed with the process.

On a motion by Mrs. Hartshorn, seconded by Mrs. Bunn, the board voted to approve the application as presented.

The roll call vote was as follows:

Mr. Dwayne Anderson	Aye
Mrs. Betsy White	Aye
Mr. Peyton Boyd	Aye
Mrs. Brooke Bunn	Aye
Mrs. Kristi Hartshorn	Aye

- 3. Certificate of Appropriateness – Scott & Donna Seagle. 136 Valley Street NW, Abingdon, VA 24210. Certificate of Appropriateness for Exterior Changes. Located at 136 Valley Street NW, Abingdon, VA 24210. (Tax Map 012-1-57) (VIDEO 15:12 – 43:25)**

A. Staff report

B. Applicant presentation

C. Public Comment Concerning Item

D. HPRB discussion and decision

Mr. Cristofari provided the staff report.

Scott and Donna Seagle (Owner/Applicant) have requested approval of a Certificate of Appropriateness to replace the existing gray asphalt shingle roof, specifically the portion over the front porch. The property is located at 136 W. Valley Street (Parcel 012-1-57). The property is within the Old and Historic Zoning District (Sub-District 2) and can be seen from a public right of way therefore requiring the approval of the HPRB prior to completion.

The Subject Property contains approximately 0.29 acres and is legally described as PT LOT 72 VALLEY ST (Tax Map No. 012-1-57). The parcel is located in the OH Residential focused Subdistrict (Subdistrict 2). The 1 ½ story, three bay, brick Craftsmen/Bungalow style dwelling

according to a February 2020 reconnaissance survey conducted by DHR was constructed around 1920. The dwelling possesses good architectural integrity, retaining its overall massing and few historic period windows. The dwelling does fall into Abingdon's Historic District's period of significance (1788-1936), making the resource contributing. However, an empty lot can be seen on the 1928 Sanborn map where 136 W. Valley Street is currently located. Access to the site will continue to be W. Valley Street or Plumb Alley. Adjoining properties are OH on all sides.

The applicant is proposing to replace a section of the existing gray asphalt shingle roof with what appears to be R-type metal roofing with striations prefinished black. The prefinished black R-type metal roofing with striations matches the existing prefinished black R-type metal roofing with striations found on the bay window on the West elevation. The specific material proposed by the applicant is 40-year 29 gauge 5-rib AG metal panel roofing. This request is due to continuous water infiltration and damage to the structure.

Upon visiting the site staff observed both the main structure and detached garage have gray asphalt shingle roofs. The only 5V metal roofing with striations found on the site is on the bay window found on the West elevation of the main structure. According to 37-b of the Design Review Guidelines: *Roofs of new shingles should approximate the original materials as closely as possible and be in appropriate colors such as dark gray, black, brown or shades of dark red. Red or green may also be appropriate for Craftsman-Bungalow period buildings. New wood shingles (including new shake shingles) are appropriate for most early 19th Century buildings.* R-type metal roofing is a type of sheathing not permitted according to the Design Review Guidelines. Staff could not find any historical evidence stating or showing 136 W. Valley Street's original roof being R-type.

The pitch of the front porch portion of the roof appears to be equal to or more than 2:12 which by building code is an appropriate pitch for an asphalt shingle roof to shed water off. The roof should have two layers of underlayment underneath the shingles, staff could not determine if there are two layers of underlayment. Due to the specific location on the roof and the type of damage occurring (water) improper flashing could be a cause for water infiltration.

Mr. Scott Seagle (Owner/Applicant) stated that he bought the house in 2011 and asked the board in 2012 to put the new roof on and it was approved at that time. The material was a 30-year architectural charcoal black shingle. Mr. Seagle mentioned that they put two layers on the slope of the front porch, using a felt and certainty winter guard. Mr. Seagle showed illustrations on a picture that was provided to the board, red lines that demonstrated water problems if flashing was the issue. He explained that the problem can be visually seen from the front yard with the water coming down the roof when it rains and coming in on the front porch. He stated that the problem has gotten worse over the last five years. He mentioned that it was an error on the application for the R-series metal roofing to be on there and they are proposing a 24-gauge standing seam black roof. He explained that the side roof of the house may have had a green metal roof at some time and the existing black metal roof was connected to it and someone tried to paint the flashing black, but the green is showing now. Mrs. White (HPRB) asked the applicant if they put on the black metal roof. Mr. Seagle stated it was there before he bought the house.

Mrs. White asked the applicant if he thinks the flashing may be the problem. Mr. Seagle stated that the flashing is not the problem. Mrs. White asked the applicant if the water was getting behind the

gutter. Mr. Seagle explained that where the roof is pinched is where the problem occurs. The slope of the roof has a minimum slope of 2:12 and also stated that shingle manufacturers recommend the use of 4:12 slope. Mrs. White clarified that due to the slope of the roof not being steep enough the water is pooling up and running into the house.

Mr. Seagle stated that the house at some point most likely had a metal roof. He provided a picture of another similar house next to the property with a metal roof. Mrs. White asked the applicant why he thinks a metal roof would solve the problem. Mr. Seagle stated that the water is getting in between the shingles and that a metal roof would not allow that. Mrs. Hartshorn (HPRB) asked the applicant if it would look unusual for a house to have a metal and asphalt roof and if there were any other houses in the district that have that as well. Mr. Seagle said it wouldn't look bad and that there are houses on Valley Street that have a combined roof with metal and asphalt.

Mrs. White asked if one of the solutions could be putting something under the shingles and raising the pitch of the roof. Mr. Seagle stated that if they raised the roof it would get into the windows. Mrs. White stated that it will be difficult for the board to approve of using two different types of roof materials. She asked how much area would be covered by the metal roofing and how much is to be seen from Valley Street. Mr. Seagle answered that the whole front porch roof would have metal roofing and very little of the roofing can be seen from Valley Street because the roof is too flat.

Mr. Cristofari (Staff) stated he was unable to locate a house on Google Maps that consists of both metal and shingle roofing and from his knowledge he can't recall a house on Valley Street he has seen in person with both materials. Mrs. White asked the applicant if there was a color of metal that was more of a match to the shingles color than the proposed black color. Mr. Seagle answered he was unsure.

Mrs. White clarified that raising the pitch would not work due to the windows being in the way. Mr. Seagle provided a picture to the board showing a house next to the property with a 5:12 pitch. Mr. Boyd (HPRB) stated that he doesn't think the existing metal roofing is faded but the way the light is hitting it in the picture.

Mrs. Hartshorn stated that due to the house being a contributing structure in the district, changing the roof would be too much of a drastic change. She asked the applicant if the roof must be replaced with metal. Mr. Seagle answered that the asphalt shingles duration has proven to fail. Mr. Boyd asked about the curvature of the house and how the metal panels will be able to curve to match up with it. Mr. Seagle said it would be doable for the metal panels to bend. Mr. Boyd stated that many roofing manufacturers have different colors for the metal roofing to match better with the shingles color.

Mrs. White asked the applicant if he would be open to looking at different colors of metal roofing and another month if he was to come back to the board. Mr. Seagle answered that he would be open to looking into colors and waiting another month if it meant he could fix the water problem. He stated that if he tore off the shingles and put on new shingles, he would be back to the board in the next 5 years. Mrs. White asked if the applicant ever considered roofing the entire house metal. Mr. Seagle said he never looked into it due to the cost.

Mr. Cristofari restated that there was no evidence of a metal roof on the house before. Mrs. Hartshorn asked if the small side roof would be getting metal roofing too. Mr. Seagle said if the roof gets approved the front porch and the side roof will be metal. Mrs. Bunn (HPRB) asked if the metal roof will transition from the base where the existing shingles are or up higher to catch the water. Mr. Seagle stated they will be placed at the base. Mrs. Hartshorn asked if the roofing company has examples to provide to the board to visually compare metal and shingles together.

Mrs. White asked the applicant if he would be alright with the plan to table the discussion. Mr. Seagle stated he would be fine with that plan and to explore more metal color options. Mrs. Rice (Staff) stated that moving the meeting to see the site may prove to be difficult and suggested the idea of bringing in the material for the next meeting.

On a motion by Mrs. Bunn, seconded by Mr. Anderson, the board voted to table the discussion until the next HPRB meeting with a review from a contractor and the color options for the metal.

The roll call vote was as follows:

Mr. Dwayne Anderson	Aye
Mrs. Betsy White	Aye
Mr. Peyton Boyd	Aye
Mrs. Brooke Bunn	Aye
Mrs. Kristi Hartshorn	Aye

E. PUBLIC COMMENTS - none

F. OLD BUSINESS/MATTERS NOT ON THE AGENDA (VIDEO 43:26 – 1:21:55)

- **102 N. Court Street, COA Waiver, Cluster Box Addition**

Mr. Boyd stated that he was unable to find the size and color specified and that he believes it will not match well with the building and it will be seen from outside the column. Mr. Cristofari stated that the box will not be connected to the building and there is nothing in the board's guidelines that has review over cluster boxes. Mrs. Hartshorn asked if there are other cluster boxes in the district. Mr. Cristofari answered not necessarily but nothing says that they can't though. Mrs. White asked why the cluster boxes cannot be put indoors instead and if the reason was due to security purposes. Mr. Cristofari answered that it was a security issue. It was mentioned that it was positioned the way it was to meet ADA compliance. It was discussed further of the positioning and color of the box.

- **150 W. Main Street, COA Waiver, Paint & Wood**
- **217 W. Main Street, COA Waiver, Roof**
- **234 Valley Street NW, A, COA Waiver, Entrance Roof**

G. ADJOURNMENT

On a motion by Mrs. Bunn, seconded by Mrs. Hartshorn, the board voted to adjourn the meeting and move in the work session.

The roll call vote was as follows:

Mr. Dwayne Anderson	Aye
Mrs. Betsy White	Aye
Mr. Peyton Boyd	Aye
Mrs. Brooke Bunn	Aye
Mrs. Kristi Hartshorn	Aye

Mrs. White declared the meeting adjourned.

Meeting adjourned at _____ P.M.

H. WORK SESSION (ARUTHER CAMPBELL ROOM)

Mr. Cristofari and Mrs. Rice inform the board that the mailers have been sent out for Historic preservation day, which is scheduled for 10/12/23. Mailers were sent to all OH residents, 200 realtors, CLG members.

The board is provided with the packet that will be presented to attendees.

The board is informed that it will be revising the design review guidelines over the course of the next year. Each member will be given a section of the guidelines to work on for a period of time. After that the members will switch and then work on a different section individually.

~~Mrs. Betsy White, Chair~~

Kristi Hartshorn,
Vice Chair

Mr. Gabriel Cristofari, Senior Planner/GIS Specialist

Gabriel Cristofari