

TOWN OF ABINGDON, VIRGINIA PLANNING COMMISSION MEETING MONDAY, MARCH 25, 2024 – 5:30 P.M. REGULAR MEETING – COUNCIL CHAMBERS MUNICIPAL BUILDING, 133 W. MAIN STREET CONTACT: GABRIEL CRISTOFARI

email: gcristofari@abingdon-va.gov
Phone: 276-628-3167

Welcome to the Town of Abingdon, Virginia Planning Commission Regular Meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be opportunities during the meeting for you to address the Commission members. The first opportunity will come if there is a public hearing on the agenda when the Chairman declares the hearing open for comment. The second opportunity to address the Commission will come near the end of the agenda when the Chairman will inquire if anyone wishes to address the members of the Commission. Anyone addressing the Commission will approach the podium; give your first and last name and your complete physical address. Comments must be limited to three minutes.

- A. WELCOME Kenny Shuman
- B. ROLL CALL Gabe Cristofari, Senior Planner/GIS
- C. APPROVAL OF MINUTES: REGULAR MEETING, FEBRUARY 26, 2024
 - February 26, 2024, Regular Meeting
- D. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA
- E. CERTIFICATE OF APPROPRIATENESS
 - 1. Certificate of Appropriateness Taylor Lindsey, 195 Stonewall Heights, Abingdon, VA 24210; Owner & Applicant. Certificate of Appropriateness for Exterior Changes. Located at 301 W. Main Street, Abingdon, VA 24210. Tax Map ID (011-1-80)
 - A. Staff Report Gabe Cristofari
 - **B.** Applicant Presentation

C. Public Comment Concerning Item

D. PC Discussion & Decision

F. OLD BUSINESS/MATTERS NOT ON THE AGENDA

- April will bring Interstate Signage Discussion
- April will bring Comprehensive Plan Update Process
- G. ANNOUNCEMENTS
- H. ADJOURNMENT

TOWN OF ABINGDON PLANNING COMMISSION MONDAY, FEBRUARY 26, 2024, 5:30 PM COUNCIL CHAMBERS, MUNICIPAL BUILDING

A meeting of the Abingdon Planning Commission was held on Monday, February 26, 2024, at 5:30 PM in the Council Chambers of the Municipal Building.

- A. Kenny Shuman Chairman called the meeting to Order
- B. Roll Call Mayana Rice, Assistant Town Manager

Members Present:

Mr. Wayne Austin	Present
Mr. Michael Weaver	Present
Mr. Chad Pennington	Present
Mr. Scott Wilson	Present
Mr. Kenny Shuman	Present

Members Absent:

Mr. Kirk Sproles	Absent
Mr. Jeff Johnson	Absent

Comprising a quorum of the Commission – Yes

Administrative Staff Present:

Mrs. Mayana Rice – Assistant Town Manager Mr. Gabe Cristofari – Senior Planner/GIS Mr. Caleb Conklin – Planner I

Guests: None

C. APPROVAL OF MINUTES: REGULAR MEETING, JANUARY 22, 2024. (VIDEO 7:08 - 8:27)

• January 22, 2024, Regular Meeting

Mr. Weaver mentioned a minor change in the fifth paragraph of the fifth page of the minutes. The word "leaning" should be changed to "leading".

On a motion by Mr. Weaver, seconded by Mr. Austin, the Planning Commission approved the Regular Meeting Minutes for January 22, 2024, with the minor change of the word "leaning" changed to "leading" as amended.

The roll call vote was as follows:

Mr. Wayne Austin
Mr. Michael Weaver
Mr. Chad Pennington
Mr. Scott Wilson
Mr. Kenny Shuman
Aye

D. PUBLIC COMMENTS: None

E. CERTIFICATE OF APPROPRIATNESS

1. Certificate of Appropriateness – Slemp, Brant & Sanders, 480 E. Main Street, Abingdon, VA 24210; Owner. Bristol Sign Company; Applicant. Certificate of Appropriateness for Signage. Located at 480 E. Main Street, Abingdon, VA 24210. Tax Map ID (014-6-1) (VIDEO 8:28 – 11:36)

Mr. Conklin provided the staff report.

Slemp, Brant, & Saunders Insurance Agency (Owner/Applicant) and Bristol Sign Company (Representative) have requested approval of a Certificate of Appropriateness to replace an existing freestanding sign and wall sign located on the property. Located at 480 E. Main Street (Parcel 014-6-1). The property is within the General Business District (B-2), the Entrance Corridor, and can be seen from a public right of way therefore requiring the approval of the Planning Commission prior to completion.

Generally, the Subject Property is located at 480 E. Main Street. 480 E. Main Street is one of many businesses located in the approximately 1.676-acre parcel. There is an existing freestanding sign and wall sign from a previous business.

The applicant proposed to remove the existing vinyl graphics on the existing internally illuminated freestanding sign. It will be refaced with acrylic faces and blue vinyl lettering. The background will be gray. The sign will stay internally illuminated and will face perpendicular to E. Main Street. The cabinet of the sign will be painted to match the sign's blue lettering. The sign will measure 72 in. x 60 in. with a total area of 30 sq. ft. The small name plate underneath the existing sign will be removed permanently. The freestanding sign meets the Zoning Code requirements.

The existing wall sign on the North elevation of the building will be removed and replaced with a Wrisco aluminum digitally printed sign measuring 24 in. x 15 in. with three aluminum digitally printed name plates measuring 18 in. x 4 in. each. The total area will measure 4 sq. ft. The proposed wall sign and name plates' color scheme matches that of the proposed freestanding sign. The wall sign meets the Zoning Code requirements.

On a motion by Mr. Pennington, seconded by Mr. Austin, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Scott Wilson	Aye
Mr. Kenny Shuman	Aye

2. Certificate of Appropriateness – Marathon Realty Corp.; Owner. Charity Sparks, Snyder Signs; Applicant. Certificate of Appropriateness for Signage. Located at 117 Cook Street, Abingdon, VA 24210. Tax Map ID (021-8-2) (VIDEO 11:37 – 16:54)

Mr. Conklin provided the staff report.

Marathon Realty Corp. (Owner/Applicant) and Charity Sparks of Snyder Signs (Representative) have requested approval of a Certificate of Appropriateness to install two freestanding signs and two wall signs on the property. Located at 117 Cook Street (Parcel 021-8-2). The property is within the General Business Zoning District (B-2) and is within the Meadows Planned Unit Development. As such there is a requirement for the approval of an Entrance Corridor Certificate of Appropriateness as well as additional standards identified in the covenant. Approval of the Entrance Corridor Certificate of Appropriates is granted by the Planning Commission.

Generally, the Subject Property is located at 117 Cook Street. The site is part of The Meadows Planned Unit Development. The design, uses, entrance locations and the final plat dictate many of the requirements on the parcels located within The Meadows. This project is subject to those requirements as well as the Entrance Corridor requirements identified in the Town of Abingdon Zoning Ordinance.

The applicant proposed to add wall signage to the North (primary) elevation of the building. The Meadows Restrictive Covenant allows one or more signs on the primary elevation of a building. The size of the sign(s) is permitted up to two square feet of wall sign area for each horizontal linear foot of exterior wall length. The wall sign will be internally illuminated using LED light channel letters on a metal raceway. The raceway will be painted to match the brick building. The sign will measure a total of 96.5 sq. ft., which meets the Meadows Restrictive Covenant requirements. The lettering will be the color white and the company logo will be the colors orange, cyan, and teal as shown in the renderings.

Wall signage is proposed on the South (rear) elevation of the building. The Meadows Restrictive Covenant allows one permitted sign on the rear & side elevations. The size of the sign is permitted up to one square foot of wall sign area for each horizontal linear foot of exterior wall length. The rear wall sign will match the material and color used on the

North facing (primary) wall sign and be internally illuminated. The sign will measure a total of 67.2 sq. ft., which meets the Covenant requirements.

There will be a sign for the business placed on each of the existing monument sign structures for the Meadows Planned Unit Development. One sign will measure 10.2 sq. ft. and the other 3.1 sq. ft. and will be installed in preexisting locations.

Mr. Weaver (PC) asked if the rear sign would be illuminated. Mr. Conklin (Staff) responded that is correct, with the front sign being illuminated and the rear sign not being illuminated. Charity Sparks (Representative) corrected Mr. Conklin's statement by stating that the rear sign will also be illuminated. Mr. Weaver commented on the excessive amount of window signage already on the building and asked if it would be removed. Mrs. Sparks answered that the signage looks like it would be temporary, and another company is doing the vinyl on the door. Mr. Shuman (PC) asked if this would be a separate issue and that the board wouldn't be voting on this. Mrs. Rice (Staff) answered that is correct and the board is only voting on the two walls signs because the two monument signs have been approved beforehand.

On a motion by Mr. Austin, seconded by Mr. Weaver, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Scott Wilson	Aye
Mr. Kenny Shuman	Aye

3. Certificate of Appropriateness – Tabitha Estep, The Coal Miner's Daughter Mercantile; Applicant/Owner. Certificate of Appropriateness for Signage. Located at 252 W. Main Street, Abingdon, VA 24210. Tax Map ID (012-1-131) (VIDEO 16:55 – 20:36)

Mr. Conklin provided the staff report.

Tabitha Estep (Owner/Applicant) has requested approval of a Certificate of Appropriateness to remove an existing wall sign and replace it with a new wall sign. Located at 252 W. Main Street (Parcel 012-1-131). The property is within the Central Business District (B-3), the Entrance Corridor and can be seen from a public right of way therefore requiring the approval of the Planning Commission prior to completion.

Generally, the Subject Property is located at 252 W. Main Street. 252 W. Main Street building is occupied by various businesses. The existing wall sign proposed to be replaced belongs to the Abingdon General Store business.

The applicant proposed to remove the existing Abingdon General Store circular wall sign and replace it with a new rectangular wall sign. The proposed sign will be wood carved with painted black lettering, a white background, and a green and yellow border as seen in the rendering. The sign will measure 28 in. x 14 ft. for a total of 33 sq. ft. of signage.

Mr. Austin (PC) asked if the sign would be illuminated. Mr. Conklin (Staff) answered that it will not be illuminated. Mr. Shuman (PC) clarified that it is just a wooden sign. Tabitha Estep (Applicant) stated that the wooden sign is taken from another location and would have no illumination. Mr. Pennington (PC) asked if the sign was within the sign guidelines. Mr. Conklin stated that it was.

On a motion by Mr. Pennington, seconded by Mr. Austin, the Planning Commission voted to approve the COA as presented.

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Scott Wilson	Aye
Mr. Kenny Shuman	Aye

F. OLD BUSINESS/MATTERS NOT ON THE AGENDA (VIDEO 20:37 - 22:15)

• 260 W. Main Street, COA Waiver, Exterior Egress Metal Stair

Mr. Shuman (PC) asked if the front of the building would be painted. Mrs. Rice (Staff) answered that the Certificate of Appropriateness is still viable, even with the building changing owners.

G. ANNOUNCEMENTS (VIDEO 22:16 – 22:53)

Mrs. Rice mentioned to the board that staff is working on getting signage that is larger than what the zoning ordinance allows near the interstate and compiling it into a report for the board to look at in the next meeting.

H. ADJOURNMENT

On a motion by Mr. Weaver, seconded by Mr. Pennington, recommending that the meeting be adjourned with no further business to address.

The roll call vote was as follows:

Mr. Wayne Austin	Aye
Mr. Michael Weaver	Aye
Mr. Chad Pennington	Aye
Mr. Scott Wilson	Aye
Mr. Kenny Shuman	Aye

Adjourn Time 5:48 p.m.

Kenny Shuman, Chairman	Mayana Rice, Director of Community
	Development

STAFF REPORT

TO: ABINGDON PLANNING COMMISSION

FROM: GABRIEL CRISTOFARI, SENIOR PLANNER/GIS

SUBJECT: REQUEST FOR A ENTERANCE CORRIDOR CERTIFICATE OF

APPROPRIATENESS FOR EXTERIOR CHANGES

PUBLICATION

DATE: MARCH 18, 2024

MEETING

DATE: MARCH 25, 2024

LOCATION: COUNCIL CHAMBERS, TOWN HALL

133 WEST MAIN STREET, ABINGDON, VA

REQUEST:

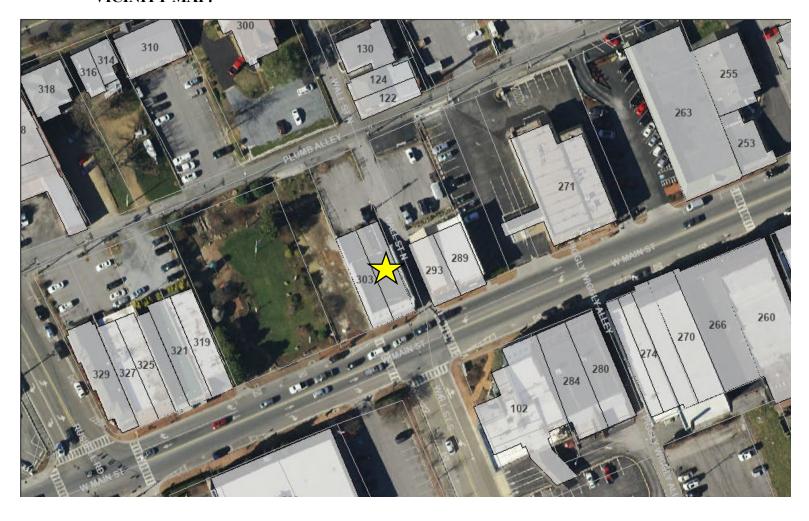
Taylor Lindsey (Owner/Applicant) has requested approval of an Entrance Corridor Certificate of Appropriateness for a variety of exterior changes.

- 1. Replace all existing second floor wooden or vinyl one-over-one double hung sash windows. Replace both first floor commercial display windows with aluminum commercial display windows.
- 2. Repaint the R-type metal awning roof cladding on the primary (South) elevation dark green.
- 3. Repaint the exterior of the building to match the existing paint scheme and restore the mural on the West elevation to its original appearance.

Located at 301 W. Main Street (Parcel 011-1-80).

The property is within the Central Business District (B-3) and is within the Entrance Corridor therefore requiring the approval of the Planning Commission prior to completion.

VICINITY MAP:



ENTRANCE CORRIDOR:



View of W. Main Street looking East



View of W. Main Street looking West

ZONING MAP:



STAFF FINDINGS:

- 1. <u>Location.</u> The Subject Property contains approximately .174 acres and is legally described as W MAIN ST-CITIZENS BANK BLDG ACR .174 (Tax Map No. 011-1-80). Generally, the Subject Property is located at 301 W. Main Street.
- 2. <u>Background.</u> According to "Places In Time Volume II" by Nanci C. King, the brick building was constructed in 1908 by Citizens Bank & Trust Co. Around 1928 an addition was made to the west side of the structure, and the front window and door arrangement was modified.
- 3. Access. Access to the site will continue to be W. Main Street and Wall Street.
- 4. <u>Adjacent Land Uses/Zoning.</u> Adjoining properties on three sides are zoned B-3 (Central Business District). To the North are parcels zoned OH (Old & Historic District).
- 5. Applicable Requirements of the Zoning Ordinance

Entrance Corridor District.

- 5-3-1. Boundaries. The boundaries of the EC District shall be the boundaries of the Office and Institutional District, Business Districts, and Limited Industrial Districts (OI, B-1, B-2, B-3, and M-1), as they are found on the following streets of the Town:
 - (1) East Main Street, from the OH District to Thompson Drive;
 - (2) West Main Street from the OH District to Porterfield Highway;
 - (3) Cummings Street, from Interstate 81 to the OH District; and
 - (4) Russel Road (full length).
- 5-3-4. Certificate of appropriateness required to erect, construct, reconstruct, alter, restore, move or demolish a building.

A certificate of appropriateness is required to erect, construct, reconstruct, alter, restore, move, or demolish a building as dictated by Article III, Permits and Applications.

- 3-6-2. Applicability.
- (a) In accordance with Code of Virginia, § 15.2-2306, as amended, and unless exempted by this section:
 - (2) No building or structure, historic landmark, or historic structure within the Historic District Entrance Corridor Overlay (EC) District and visible from the public right-of-way, excluding signs, shall be erected, reconstructed, altered, restored, razed, demolished, or

moved unless a certificate of appropriateness has been issued by the Planning Commission or, on appeal, by the Town Council in accordance with this article.

- (4) No architectural feature of a building or structure within the OH District or EC District which are subject to public view from any public street, right-of-way or place shall 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, unless a certificate of appropriateness has been issued by the HPRB/Planning Commission or, on appeal, by the Town Council in accordance with this article.
- (f) Standards for Planning Commission review within the EC Overlay District and associated projects.
 - (1) The Planning Commission shall not consider interior arrangement of the building or structure or features not subject to view from a public street, right-of-way or place. In addition to those specified in the design review guidelines, the Planning Commission shall consider the following matters in passing on the appropriateness of a particular project:
 - a. The following recommendations are provided for architectural styles and general building characteristics:
 - 1. Materials, colors and general style of buildings within a development should be coordinated.
 - 2. Heating and air-conditioning units, ventilation units, and mechanical equipment shall be screened from view from public streets.
 - 3. Loading docks, trash containers, mechanical equipment and any sites for storage facilities shall be screened from view from public streets.
 - 4. The effective visual mass of large buildings should be reduced by variations in roofline, building angles, dimension, relief, color, architectural detailing and landscaping.
 - b. Design review guidelines. New buildings or exterior alterations to existing structures should include one or a combination of the following materials/methods of construction:
 - 1. Wood frame (or fiber cement board), with brick, stone, or concrete foundations; brick construction or brick facing; finished concrete block; roof materials of standing seam metal, asphalt shingle, and rubber membrane/parapet for flat roof forms.

- 2. Windows should be used to provide interest and surface variations on building elevations. Blank building walls are discouraged for most commercial applications.
- 3. The design of gas station canopies, building canopies and other accessory structures should be compatible with the scale, color, materials, and detail of the buildings they serve.
- 4. Site walls and retaining walls should be comprised of brick, or concrete; brick facing on a concrete or concrete masonry unit wall is permitted. The use of segmental/modular concrete block is discouraged. Site walls should be considered as part of site terracing in increments; site walls out of proportion with building foundations or the human figure are discouraged.
- 5. Roof forms may be single gable, cross gable, gambrel, hip, parapet, or flat forms. Mansard roof forms are not recommended on modern-styled buildings.
- 6. Site materials shall be limited to local stone, asphalt, concrete, and exposed aggregate concrete.
- 7. Facade colors preferably shall be of low reflectance white, earth tone, muted, subtle, or neutral colors. Building trim may feature brighter colors as an accent material. The use of high-intensity, metallic, fluorescent, day glow, or neon colors are discouraged.
- 8. Trademark buildings and related features including signs shall be modified to meet these design standards.
- 9. Parking lots will be interconnected on adjacent parcels whenever possible.
- 10. Small, landscaped and interconnected parking lots, rather than large, central parking lots shall be encouraged.
- 11. Parking lots shall not dominate the image of a site.
- 12. Where sidewalks exist adjacent to individual project sites pedestrian access from the sidewalk into individual project sites as well as within sites and between sites shall be provided.
- 13. Lighting, landscaping, parking, and sign requirements of Article VIII shall be followed.
- 14. The Planning Commission is permitted to reduce the parking space requirement when the interests of the Town are better served.

Staff Findings:

The applicant proposes several exterior changes.

- 1. Replace all existing second floor wooden or vinyl one-over-one double hung sash windows. Replace both first floor commercial display windows with aluminum commercial display windows.
- 2. Repaint the R-type metal awning roof cladding on the primary (South) elevation dark green.
- 3. Repaint the exterior of the building to match the existing paint scheme and restore the mural on the West elevation to its original appearance.

First, the applicant proposes to replace all existing wooden or vinyl one-over-one double hung sash windows located on second floor with aluminum one-over-one double hung sash windows and replace both first floor commercial display windows with aluminum commercial display windows.

Based on a site visit, staff found a majority of the existing wooden one-over-one double hung sash windows located on the second floor operate on a rope and pulley system. About half the existing wooden one-over-one windows have intact ropes but are inoperable due to them being painted shut. Given the construction date of the brick building being 1908, machine cut nails would be the appropriate nail type to be found if the windows were original or an early replacement for this specific building. Staff could not find any machine cut nails associated with any of the existing second floor rope and pully wooden one-over-one double hung sash windows. All nails observed were either wire cut, and all screws had either a Philip's or Flat head. Upon further observation staff saw the existing second floor rope and pully wooden one-over-one double hung sash windows are smaller than the original window openings. Based on the site observations it is highly possible all existing second floor rope and pully wooden one-over-one double hung sash windows are not original nor an early replacement iteration. The only similarities between the existing and windows observed in a historic photograph is the window configuration (one-over-one) and the size of the openings. The wooden window's exterior surround appears to be original to the brick building.



Example of existing second floor rope and pully wooden one-over-one double hung sash windows



Approximately 1940 historic photograph showing S. Wall Street with what is now 301 W. Main Street in the background

As for the first floor wooden commercial display windows fronting W. Main Street, staff observed a machine cut nail. Due to a machine cut nail being discovered when inspecting the first floor wooden commercial display windows staff believes these are either original or an early replacement iteration.



View of South elevation fronting W. Main Street

At the rear (North) elevation are two second floor vinyl one-over-one double hung sash windows. The two vinyl one-over-one double hung sash windows are not original nor an early replacement iteration.



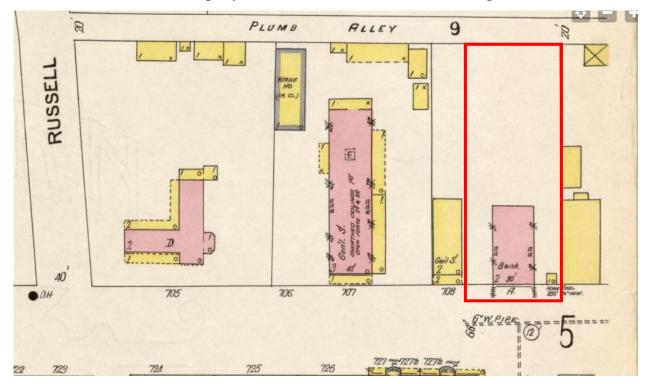
The two vinyl one-over-one double hung sash windows are highlighted by a red box

Three windows located on the first floor on the East elevation are aluminum one-over-one double hung sash. The three one-over-one double hung sash aluminum windows are not original nor an early replacement iteration.

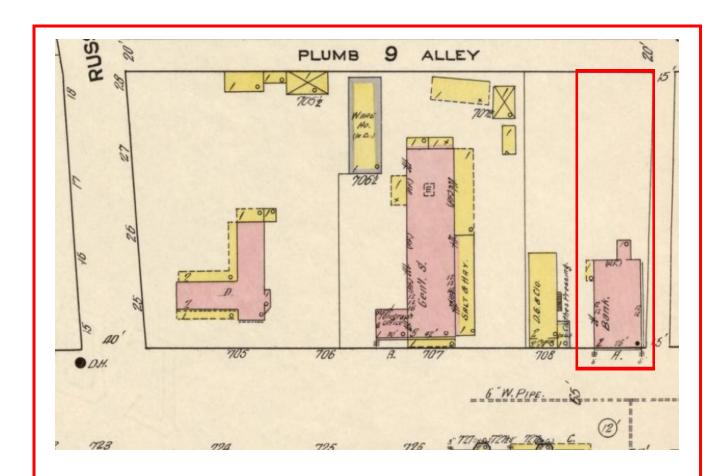


View of East elevation from N. Wall Street where three first floor non-historic aluminum one-over-one widows can be seen

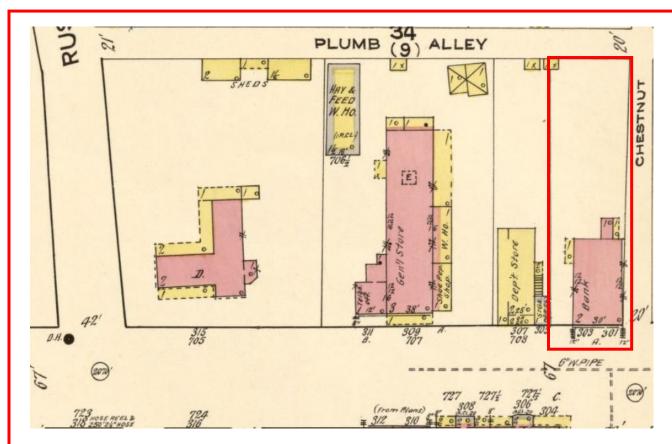
Second, the applicant proposes to repaint the existing R-type metal awning roof cladding attached to the primary (South) elevation a dark green color. Presently the awning roof cladding color is a light green, no doubt due to weathering caused by continuous sun exposure. According to the 1908, 1913, 1922, and 1928 Sanborn Maps the building did not have an awning on the primary (South) elevation originally or within the first 20 years of the Citizens Bank & Trust Company's existence. This action is waiver eligible.



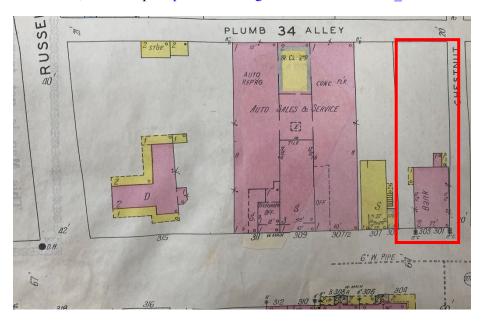
Sanborn Fire Insurance Map from Abingdon, Washington County, Virginia. Sanborn Map Company, February, 1908. Map. https://www.loc.gov/item/sanborn08966 005/.



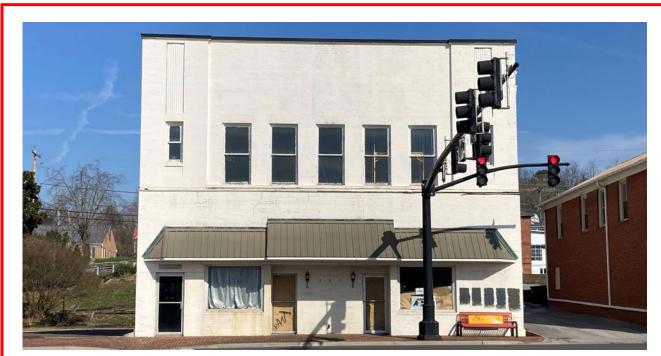
Sanborn Fire Insurance Map from Abingdon, Washington County, Virginia. Sanborn Map Company, March, 1913. Map. https://www.loc.gov/item/sanborn08966_006/.



Sanborn Fire Insurance Map from Abingdon, Washington County, Virginia. Sanborn Map Company, June, 1922. Map. https://www.loc.gov/item/sanborn08966 007/.



Sanborn Fire Insurance Map from Abingdon, Washington County, Virginia. Sanborn Map Company, October, 1928. Map.



View of R-Type metal roof cladding on front (South) elevation as of 3/14/2024

Lastly, the applicant proposes to repaint the exterior of the brick building in a cream color to match the existing paint scheme. On the West elevation is a mural depicting various aspects of the Town of Abingdon and various aspects of its history. The mural will be restored to its original appearance. This is a waiver eligible action.





View of the mural on West elevation of brick building

Staff were asked to gauge the Historic Preservation Review Board's interest in expanding the Old & Historic District further West ending at 301 and 303 W. Main Street. The Historic Preservation Review Board were in favor of expansion. Staff prior to discussing the topic with the Historic Preservation Review Board looked at which buildings would be considered contributing to the Old and Historic District on a local level given this section is not included in the Department of Historic Resources designated Historic District for Abingdon. However, 301 and 303 W. Main Street were highlighted along with a few others on W. Main Street on the VCRIS site indicating they could be a possible contributing site if evaluated. Currently this building is not within the Old and Historic District there is no requirement that any historic existing component remain as they currently exist. The Planning Commission must determine if the proposal fits within the development pattern.

REQUIRED ACTIONS OF THE PLANNING COMMISSION:

- **A.** <u>Sample Motions.</u> The role of the Planning Commission 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 Planning Commission:
 - <u>Sample Motion for Approval:</u> Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 44-3-4 of the Town of Abingdon Zoning Ordinance, I move to approve the Certificate of Appropriateness
 - <u>Sample Motion for Denial:</u> Having reviewed and considered the application materials, staff report, and public comment, in accordance with the requirements of Section 44-3-4 of the Town of Abingdon Zoning Ordinance, I move to deny the Certificate of Appropriateness.
 - <u>Sample Motion for Continuance:</u> Having reviewed and considered the application materials, staff report, and public comment, I move to continue the Certificate of Appropriateness.















Parcel #:

Phone:

Email:

Relation:



Entrance Corridor of Appropriateness Application

Date: 03/06/2024

Location of Property

Street Address: 301 W. Main St

City, State, Zip: Abingdon, VA 24210

Applicant Information

Applicant Name: TYL Properties, LLC (Taylor

Lindsey)

Mailing Address: 195 Stonewall Heights

City, State, Zip: Abingdon, VA 24210

Property Owner

Owner Name: Taylor Lindsey Phone: 2769714660

Mailing Address: 195 Stonewall Heights Email: tlindsey2@gmail.com City, State, Zip: Abingdon, VA 24210 Business: TYL Properties, LLC

Project Information

Located in Entrance Corridor: Yes Walls & Fences: N/A

Site Plan for New Construction: N/A Contain Dimensions: N/A

Plan Contains location(s) of structures:

Callouts Proposed vs Existing: N/A

Plan Contains Alterations: N/A

Callouts Material(s) and Colors: N/A

Drawings for Alterations/Construction: N/A Photos of Area: Yes

Add after: N/A Description: We are requesting the replacement of

Structures w/Elevations: N/A

the current windows on the upstairs of the building. We propose replacing with new Pella windows that have a white aluminum exterior trim. The current windows that are there are beyond

repair with decay and rot. See attached pictures.

011-1-80

2769714660

Property Owner

tlindsey2@gmail.com

I've also included sample photos of the replacement proposal.

Samples Provided: Yes

Applicant Signature

I hereby certify that I am the owner of the record herein described property, or that the proposed work has been authorized by the owner of record and that I have been authorized to make this application as a designated agent. I agree to conform to all applicable state and local regulations, rules, and policies. In addition, I certify that an authorized Town representative shall have the authority to enter the area(s) described herein for the purpose of enforcing the provisions of the applicable code(s). I further authorize Town Staff to notify any adjoining property owners of this application for Certificate of Appropriateness. I certify all answers to questions and additional statements, within this application, are true, as confirmed by my signature below.

Taylor Lindsey _____ 03/06/2024

Name Date

Owner Affidavit

My signature below confirms that I am familiar with the Code of Virginia, Title 54.1-1111 which regulates contractors; I am aware that anyone who performs work for me is required to have a state contractor license and trade certification (if applicable); that I may be subject to with-holding taxes for those working on my project; and that I am not subject to licensure as a contractor or subcontractor for this project.

Taylor Lindsey 03/06/2024

3/8/24, 10:57 AM

Property Owner

Date



Proposal - Detailed

Builders FirstSource #1033 941 W State St

Bristol, VA 24201

Phone: (276) 466-8500 **Fax:**

Sales Rep Name: BFSBRISTO, L Sales Rep Phone: 276-466-8500

Sales Rep Fax:

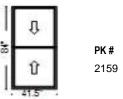
Sales Rep E-Mail: niki.foster@bldr.com

TAX NOT INCLUDED

Customer Information	Project/Delivery Address	Order Information
Builders FirstSource - 01033	TAYLOR LINDSEY	Quote Name: TAYLOR LINDSEY
BUILDERS FIRST SOURCE	BUILDERS FIRST SOURCE - 01033	
2001 Bryan Street	941 W STATE ST	Order Number: P74
DALLAS, TX 75201-3017	Lot#	Quote Number: 17899343
Primary Phone: (276) 4668500	BRISTOL, VA 24201	Order Type: Non-Installed Sales
Mobile Phone:	County: BRISTOL (IND CITY)	Wall Depth:
Fax Number: (000) 000000	Owner Name:	Payment Terms: C.O.D.
E-Mail:	Builders FirstSource - 01033	Tax Code:
Contact Name:	Owner Phone: (276) 4668500	Cust Delivery Date: 3/26/2024
		Quoted Date: 3/5/2024
Great Plains #: 7401033		Contracted Date:
Customer Number: 1008039526		Booked Date:
Customer Account: 7401033		Customer PO #:

Line # Location: Attributes

10 None Assigned



Viewed From Exterior

Rough Opening: 42 - 1/4" X 84 - 3/4"

Lifestyle, Double Hung, 41.5 X 84, Without HGP, White

 Item Price
 Qty
 Ext'd Price

 \$1,109.83
 10
 \$11,098.30

1: Non-Standard Size Double Hung, Equal

Frame Size: 41 1/2 X 84 Unit Type: No Program

General Information: No Package, Without Hinged Glass Panel, Clad, Pine, 5", 3 11/16", Jambliner Color: Gray

Exterior Color / Finish: Standard Enduraclad, White Interior Color / Finish: Bright White Paint Interior

Glass: Insulated Low-E Advanced Low-E Insulating Glass Argon Non High Altitude

Hardware Options: Cam-Action Lock, 2 Locks, White, No Limited Opening Hardware, Order Sash Lift, 2 Lifts, No Integrated Sensor

Screen: Full Screen. White. InView™

Performance Information: U-Factor 0.30, SHGC 0.30, VLT 0.56, CPD PEL-N-35-00426-00001, STC 27, OITC 23, Clear Opening Width 38.312, Clear

Opening Height 38.75, Clear Opening Area 10.30965, Egress Meets Typical 5.7 sqft (E) (United States Only)

Grille: No Grille,

Wrapping Information: Foldout Fins, Factory Applied, No Exterior Trim, 4 9/16", 5 7/8", Standard Four Sided Jamb Extension, Factory Applied, Pella Recommended Clearance, Perimeter Length = 251".

84" IS AS TALL AS THEY WILL GO

Customer: Builders FirstSource - 01033 Project Name: TAYLOR LINDSEY Quote Number: 17899343

PK# 2159

Viewed From Exterior

Rough Opening: 25 - 3/4" X 56 - 3/4"

1: Non-Standard Size Double Hung, Equal

Frame Size: 25 X 56 Unit Type: No Program

General Information: No Package, Without Hinged Glass Panel, Clad, Pine, 5", 3 11/16", Jambliner Color: Gray

Exterior Color / Finish: Standard Enduraclad, White Interior Color / Finish: Bright White Paint Interior

Glass: Insulated Low-E Advanced Low-E Insulating Glass Argon Non High Altitude

Hardware Options: Cam-Action Lock, 1 Lock, White, No Limited Opening Hardware, Order Sash Lift, 1 Lift, No Integrated Sensor

Screen: Full Screen. White. InView™

Performance Information: U-Factor 0.30, SHGC 0.30, VLT 0.56, CPD PEL-N-35-00426-00001, Performance Class LC, PG 40, Calculated Positive DP Rating 40, Calculated Negative DP Rating 40, Year Rated 08|11, STC 27, OITC 23, Clear Opening Width 21.812, Clear Opening Height 24.75, Clear Opening Area 3.748938, Egress Does not meet typical United States egress, but may comply with local code requirements

\$685.15

2

\$1.370.30

Grille: No Grille.

Wrapping Information: Foldout Fins, Factory Applied, No Exterior Trim, 4 9/16", 5 7/8", Standard Four Sided Jamb Extension, Factory Applied, Pella Recommended Clearance, Perimeter Length = 162".

Thank You For Your Interest In Pella® Products

Customer: Builders FirstSource - 01033 Project Name: TAYLOR LINDSEY Quote Number: 17899343

PELLA WARRANTY:

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor the Seller will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

INSYNCTIVE PRODUCTS: In addition, Pella Insynctive Products are covered by the Pella Insynctive Products Software License Agreement and Pella Insynctive Products Privacy Policy in effect at the time of sale, which can be found at Insynctive.pella.com. By installing or using Your Insynctive Products you are acknowledging the Insynctive Software Agreement and Privacy Policy are part of the terms of sale.

Notice of Collection of Personal Information: We may collect your personal information when you interact with us. Under the California Consumer Privacy Act (CCPA), California residents have specific rights to request this information, request to delete this information, and opt out of the sharing or sale of this information to third parties. To learn more about our collection practices and your rights under the CCPA please visit our link https://www.pella.com/california-rights-policy/ at pella.com.

ARBITRATION AND CLASS ACTION WAIVER ("ARBITRATION AGREEMENT")

YOU and Pella and its subsidiaries and the Pella Branded Distributor AGREE TO ARBITRATE DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS (INCLUDES PELLA GOODS AND PELLA SERVICES) AND WAIVE THE RIGHT TO HAVE A COURT OR JURY DECIDE DISPUTES. YOU WAIVE ALL RIGHTS TO PROCEED AS A MEMBER OR REPRESENTATIVE OF A CLASS ACTION, INCLUDING CLASS ARBITRATION, REGARDING DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS. You may opt out of this Arbitration Agreement by providing notice to Pella no later than ninety (90) calendar days from the date You purchased or otherwise took ownership of Your Pella Goods. To opt out, You must send notice by e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Opt Out" or by calling (877) 473-5527. Opting out of the Arbitration Agreement will not affect the coverage provided by any applicable limited warranty pertaining to Your Pella Products. For complete information, including the full terms and conditions of this Arbitration Agreement, which are incorporated herein by reference, please visit www.pella.com/arbitration or e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Details" or call (877) 473-5527. D'ARBITRAGE ET RENONCIATION AU RECOURS COLLECTIF ("convention d'arbitrage") EN FRANÇAIS SEE PELLA.COM/ARBITRATION. DE ARBITRAJE Y RENUNCIA COLECTIVA ("acuerdo de arbitraje") EN ESPAÑOL VER PELLA.COM/ARBITRATION.

Seller shall not be held liable for failure or delay in the performance of its obligations under this Agreement, if such performance is hindered or delayed by the occurrence of an act or event beyond the Seller's reasonable control (force majeure event), including but not limited to earthquakes, unusually severe weather and other Acts of God, fire, strikes and labor unrest, epidemics, riots, war, civil unrest, and government interventions. Seller shall give timely notice of a force majeure event and take such reasonable action to mitigate the impacts of such an event.

Product Performance Information:

U-Factor, Solar Heat Gain Coefficient (SHGC), and Visible Light Transmittance (VLT) are certified by the National Fenestration Rating Council (NFRC).

Customer: Builders FirstSource - 01033 Project Name: TAYLOR LINDSEY Quote Number: 17899343

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any products and does not warrant the suitability of any product for any specific use.

Design Pressure (DP), Performance Class, and Performance Grade (PG) are certified by a third party organization, in many cases the Window and Door Manufacturers Association (WDMA). The certification requires the performance of at least one product of the product line to be tested in accordance with the applicable performance standards and verified by an independent party. The certification indicates that the product(s) of the product line passed the applicable tests. The certification does not apply to mulled and/or product combinations unless noted. Actual product results will vary and change over the products life.

For more performance information along with information on Florida Product Approval System (FPAS) Number and Texas Dept. of Insurance (TDI) number go to www.pella.com/performance.

Including during the construction period, casement windows should never be left open and unlocked for prolong periods or during high wind conditions to avoid sash detachment/damage.

Actual sizes tested for documented STC and OITC ratings may vary from the ASTM E 1425 sizes to better represent Pella product offering.

STC and OITC ratings shown may be conservatively based on products tested with thinner panes of glass.

STC and OITC ratings may be from test results from an equivalent product.

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Customer: Builders FirstSource - 01033 Project Name: TAYLOR LINDSEY Quote Number: 17899343

Note: These totals DO NOT include tax

Order Totals	
Taxable Subtotal	\$12,468.60
Sales Tax @ 0%	\$0.00
Non-taxable Subtotal	\$0.00
Total	\$12,468.60
Deposit Received	
Amount Due	\$12,468.60

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