

**TOWN OF ABINGDON  
HISTORIC PRESERVATION REVIEW BOARD  
REGULAR MEETING  
WEDNESDAY, MAY 1, 2024 – 5:30 P.M.  
COUNCIL CHAMBERS– MUNICIPAL BUILDING**

A regular meeting of the Historic Preservation Review Board was held on Wednesday, May 1, 2024, 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  
Mr. Brooke Bunn  
Mrs. Betsy White  
Mrs. Kristi Hartshorn  
Mr. Peyton Boyd**

**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  
Mrs. Jamie Barker, Planning Tech

**C. APPROVAL OF MINUTES**

- **April 3, 2024 - Regular Meeting (VIDEO 6:38 – 8:37)**

**On a motion by Mr. Boyd, seconded by Mr. Anderson, the board voted to approve the April 3, 2024, meeting minutes as amended.**

The meeting minutes were amended to correct typos Mr. Boyd (HPRB) brought attention to on page eight of the April 3, 2024, meeting minutes.

**The roll call vote was as follows:**

<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

## D. CERTIFICATE OF APPROPRIATENESS

1. *Certificate of Appropriateness – Bernard Keith Hurley; 269 King Street, Abingdon, VA 24210. Owner. Certificate of Appropriateness for the New Construction of a Wooden Deck and Stairs. Located at 240 Dale Street, Abingdon, VA 24210. (Tax Map 011-5-122) (VIDEO 8:44 – 30:55)*

Mr. Cristofari (Staff) provided the staff report.

The applicant proposes to construct a wooden deck and stairs approximately onto the southwest corner of the existing CMU building.

On March 19, 2024, staff issued a stop work order when they observed a wooden deck and stairs partially constructed without receiving prior approval from the HPRB.

The applicant applied for a COA and understood the need to gain both the HPRB's approval of the COA and apply for and receive approval of a building permit. NO building permit has been submitted.

- The main deck will measure 6 ft. x 15 ft., with a landing at the top of the stairs measuring 6 ft. x 8 ft.
- Structural components of the columns under the deck include rectangular posts measuring 4 in. x 6 in. and joists measuring 2 in. x 8 in.
- The deck flooring will measure 2 in. x 6 in., rail/newel posts 4 in. x 4 in., the top and bottom rail 2 in. x 4 in., and the pickets 2 in. x 2 in.
- All architectural and structural members and features will be fabricated from pressure treated wood painted Iron Ore as labeled by Valspar and stained semi solid.
- The initial staircase handrail concept using wire mesh over 'x' style handrail has been changed to standard 4 in. vertical pickets OC. No wire mesh will be included in any part of the design.

When conducting property research, staff found DHR had photographed the building in 2020 when conducting an architectural reconnaissance survey. When comparing the 2020 photo to the photo taken by staff the week of April 15<sup>th</sup> through 19<sup>th</sup> numerous changes to the building's exterior can be seen.

- The CMU building was painted white, now the building is painted black.
- An entryway with wood framed shed roof clad in gray asphalt shingles located on the West elevation, was removed.
- The black painted metal awnings located over each of the second-story windows were removed.

- The southwest facing second-story one-over-one window was replaced by a paneled door painted white.
- New half round gutters and downspouts have replaced existing and/or installed where none existed previously.
- The hipped roof was clad in gray asphalt shingles, now an unpainted metal roof clads the hipped roof.
- A brick chimney protruded from the hipped roof; the chimney has been removed.

Staff could not find any record of approval for 240 Dale Street alterations as stated above. Therefore, to bring this property into compliance the HPRB should make a motion to accept all the changes that the applicant has made to the structure. If the HPRB does not agree with the changes made to the structure a motion to require the applicant to revert portions of the exterior changes to the previous design would be required. In addition, no building permit has been approved. If the building permit process the design of the deck changes significantly, that applicant will have to apply for an amendment to the COA.

Mr. Hurley (Applicant) stated that the building was falling apart and eaten by termites, and that moving the stairs from the inside of the building to the outside was necessary for this reason. The project did go beyond the original intended scope once water damage from a leaking roof was discovered. He stated that the building was originally two apartments, but he would like to have a shop on the first floor and an apartment on the second floor. Mrs. White (HPRB) asked if the drawing included in the packet was the plan the applicant had submitted. Mr. Hurley answered yes, the drawing is correct.

Mr. Boyd (HPRB) asked about the railings being included. Mr. Hurley stated that he wanted to wait until they had something approved before moving forward with the railings. Mr. Hurley provided the board with a drawing of new plans for the railings, and asked if wrought iron would be an acceptable material to use. Mrs. White asked if the cross beams on the old drawing were still planned. Mr. Hurley stated that no, they were told that the design would be difficult to get approved. Mrs. White asked if they wanted to do the straight pickets on the new drawing. Mr. Hurley stated that yes, they would be 4 inches in the center and will terminate into a bottom rail not into the deck.

Mrs. White asked staff if they are the correct distance apart. Mr. Cristofari replied yes that 4 inches is the correct distance apart. Mrs. White asked the applicant if he had read the guidelines on railings. Mr. Hurley stated that he had read them. Mrs. Hartshorn asked if the board needed to consider each item individually or if they could accept them all as one.

Mr. Cristofari stated that first the board would need to decide on the deck, then decide if what has already been changed would need to be converted back to before the renovations or if they would be allowed to stay as they are now. Mrs. Rice (Staff) stated that if the board agreed all seven of the changes would be approved and not changed back then the board could make one motion to decide on all seven at once.

Mrs. Hartshorn (HPRB) asked if the chimney was only a non-used structure. Mr. Hurley stated that the chimney was only used as a vent for a furnace, so they just took it down below the roof line. They did leave it exposed on the side of the building as a design feature. Mrs. White asked for any additional comments on the seven changes that had already been completed. Mr. Hurley stated that if they had known they needed to file a COA everything they had done for would have been within the guidelines.

**On a motion by Mrs. Hartshorn, seconded by Mr. Anderson, the board voted to approve the seven changes that the applicant had already made to the property.**

**The roll call vote was as follows:**

<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

Mrs. White stated that part two would consist of the railing for the deck with fence pickets that would be wood or metal. Mr. Hurley asked if wrought iron would be an appropriate material. Mrs. Hartshorn stated that wrought iron is appropriate and asked if that would be the applicant's choice. Mr. Hurley stated that the final decision on what material they would use hadn't been made yet. Mrs. Hartshorn stated that the applicant could take the choice to staff, and they could tell him if it was appropriate or not. Mrs. White asked what the timeline was for the project. Mr. Hurley stated that he would like to get it completed as soon as possible so that he can get it inspected. Mrs. White asked if the applicant would like to have an approval before the next meeting. Mr. Cristofari asked if the applicant's preference would be wrought iron. Mr. Hurley stated that yes, they just needed to make sure they could have the project completed in time. Mrs. White asked if the railing would be like the railing on the top of the Summer's building that the applicant showed in a photo, to which Mr. Hurley agreed.

Mr. Cristofari stated that the deck could be approved while specifying that the railing would need to be wrought iron in the motion. Mr. Boyd asked if the railing would necessarily be wrought iron, it could be steel or aluminum that appears to be wrought iron. Mr. Hurley stated that they believed it would be wrought iron but were not completely sure. Mrs. White stated that it could be powder coated steel instead so would be better to give some leeway and just approve a metal railing.

**On a motion by Mrs. Bunn, seconded by Mr. Boyd, the board voted to approve the deck with railing to match the photo shown at the meeting in metal, a photo of the railing to be installed must be submitted to the Community Development Department.**

**The roll call vote was as follows:**

<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

Mrs. Hartshorn asked about exterior lighting that was shown in the drawing and wanted to know what the plans are for the lighting and if it would need to be approved also. Mrs. Hurley (Applicant/Owner) stated that she planned on making her own light fixtures for the outside of the building, most likely in brass. Mrs. Hartshorn asked how many lights the applicants planned on installing. Mrs. Hurley stated only one at that time, but they had not decided exactly what they planned on doing. Mrs. White stated that they likely would not have decided by the end of the month and that they could come back at the next meeting with plans for lighting. Mrs. Hurley agreed and stated that they also wanted to eventually make changes to the front facade of the building, she asked if it would be to just bring in all those plans along with the light all at once when they are ready to move forward to get all the approvals at once in the future. Mrs. White stated that COA is good for a year once approved so they would have time to get the work done. Mr. Cristofari stated that if they did not have the plans completed for the light they could wait and just submit one COA for all the changes that they propose so that the applicants would not have to attend multiple meeting going forward.

- 2. *Certificate of Appropriateness – Franklin White; 277 W. Valley Street, Abingdon, VA 24210. Owner. Certificate of Appropriateness for Shed Demolition. Located at 277 W. Valley Street, Abingdon, VA 24210. (Tax Map 011-5-108) (Video 31:03 – 41:42)***

Mr. Cristofari (HPRB) provided the staff report.

James Dayton (Applicant/Owner) has requested approval of a Certificate of Appropriateness for the replacement of an existing 80 ft. x 9 ft. asphalt driveway with concrete, and the replacement of an existing concrete walkway consisting of four sections or slabs with four sections or slabs of concrete to match existing. The property is located at 133 W. Valley Street (Parcel 012-1-10).

The property is within the Old and Historic Zoning District (Sub-District 2, Residential-Focused) and can be seen from a public right of way therefore requiring the approval of the HPRB prior to completion. The applicant proposes to demolish a front gable wood framed shed (secondary resource) located in the northwest corner of the lot.

Staff visited the site on April 17, 2024, conducted a walkthrough of the building with the applicant and performed various types of documentation.

The front gable wood framed shed (secondary resource) is located in the northwest corner of the lot.

The North elevation measures 18 ft. 4 7/8 in. long, the East elevation measures 20 ft. 4 in. long, the South elevation measures 17 ft. 11 7/8 in. long, and the West elevation measures 20 ft. 3/8 in long.

The height of the building from the ground to the peak of the roof measures 14 ft. 5 in. tall, the height of the building from the ground to the East eave is 8 ft. 4 in. tall, and the height from the ground to the West eave is 9 ft. 7 in. tall.

A single width of brick laid in a running bond pattern provides the foundation for the shed. The single width brick foundation has undergone numerous repointing campaigns where lime-based and Portland cement-based mortars were used. The existing brick foundation has spalled in numerous sections, shows evidence of settlement, and is bulging out at various points throughout.

The East, South, and West walls are constructed using vertical boards alternating between a wider board, followed by a thinner board. The North wall has a set of double doors. Roof sheathing consists of unpainted pressed tin shingles in two different styles. Numerous different types of hardware were observed, representing several different hardware replacement campaigns have occurred. Numerous nails were inspected on site, no machine cut nails were found only wire cut nails.

Mr. Cristofari stated that while the sampler maps show a shed in the same location the current shed was a replacement built around the 1970's from the appearance of the nails found in the structure.

Extensive bio growth in the form of ivy and wood rot can be seen throughout the exterior and interior. of the building.

In addition to the extensive ivy termites have caused extensive damage to various parts of the building.

Lastly there are visible holes in the roof, the existing roof is beyond repair and would require total replacement.

Mr. Cristofari stated that the applicant had gone through an extensive process to see if any company would fix the shed. Mr. Franklin White (Owner/Applicant) stated that they had JES Foundations out of Salem, VA to come and look at the shed. After examining the shed the representative from JES said that his engineers would not even put in a bid to repair the shed, and recommended that it be torn down.

Mrs. White said that the shed does look like it has had a lot of repairs and age on it. Mrs. Hartshorn said that she felt it would be dangerous to leave the shed as is. Mrs. White asked if there were any additional comments. Mrs. Hartshorn asked what the applicant planned on doing in the space once it is torn down. Mr. White said they would like to put in a two-car garage in the same corner that would only be on his property and not straddling the property line anymore. Mr. Anderson asked if they would be using the existing foundation for the new garage. Mr. White said no that the existing foundation for the shed would be completely removed, they plan on having a new concrete foundation for the garage.

**On a motion by Mr. Anderson, seconded by Mrs. Hartshorn, the board voted to approve the demolition of the shed.**

**The roll call vote was as follows:**

<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

- 3. Certificate of Appropriateness – James Dayton; P.O. Box 723, Abingdon, VA 24210. Owner. Certificate of Appropriateness for Replacement of Asphalt Driveway and Concrete Walkway. Located at 133 W. Valley Street, Abingdon, VA 24210. (Tax Map 012-1-10) (VIDEO 41:45 - 48:16)*

Mr. Cristofari gave the staff report, stating that the applicant could not make it to the meeting. If the board had questions, they could table the COA until the applicant could appear.

The applicant proposes to replace an existing 80 ft. x 9 ft. asphalt driveway with concrete and replace an existing concrete walkway consisting of four sections or slabs with four sections or slabs of concrete to match existing.

First, according to Design Guideline 8-a, concrete is an appropriate type of material for driveways within the Old & Historic District. The material change from asphalt to concrete would bring the existing driveway into compliance with the Design Guidelines. The existing asphalt driveway connects into W. Valley Street from the North and runs along the southeastern lot line terminating into a secondary building (one-story, one-bay, front gable garage) located adjacent but setback behind the northeast corner of the primary building (one-and-a-half-story, two-bay, Craftsman style, Bungalow form dwelling).

Second, an eleven-course brick retaining wall laid in a running bond pattern, capped by a single course of rowlock bricks runs along the southern lot line. At approximately the southwest corner of the lot, the brick retaining wall is breached by a flight of nine unpainted concrete steps with a black painted metal railing on either side, leading to a concrete walkway consisting of four individual sections or slabs, then terminating into a flight of six steps (5 concrete and one brick) painted a light blue color with a painted black metal railing on either side, onto a wooden front porch with tongue and groove flooring.

The existing concrete walkway consists of four individual sections or slabs. Replacement of the existing concrete walkway consisting of four individual sections or slabs of concrete is a wavier eligible action. The replacement of four sections or slabs of concrete must match the existing in material, design, and appearance.

Mrs. White asked if there were any comments about the COA. Mr. Boyd asked if the stairs were going to be replaced also. Mr. Cristofari answered that just the walkway would be replaced. Mr.

Boyd asked if that would include the part of the top stair that appeared to be a part of one of the walkway slabs.

Mr. Cristofari stated that he as spoken to the applicant to make sure that would be repaired as well as the edge of the top of the stair and the profile would be maintained. Because they are replacing like for like material this would be a waivable action. Mrs. White asked if they would approve changing the asphalt driveway to concrete.

**On a motion by Mrs. Bunn, seconded by Mr. Anderson, the board voted to approve replacing the asphalt driveway with concrete.**

**The roll call vote was as follows:**

<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

- 4. *Certificate of Appropriateness* – George Rees; 2579 Dellwood Drive NW, Atlanta, GA 30305. Owner. Certificate of Appropriateness for Exterior Changes. Located at 332 E. Main Street, Abingdon, VA 24210. (Tax Map 013-1-84) (VIDEO 48:18 – 57:38)**

Mr. Cristofari gave the staff report, stating that the applicant could not make it to the meeting. If the board had questions, they could table the COA until the applicant could appear.

George Rees (Applicant/Owner) has requested approval of a Certificate of Appropriateness for numerous repairs and replacements to the existing roofing and gutters/downspouts located on the primary building.

1. Replace all prefinished green R-type metal roof cladding with exposed fasteners on the entire upper portion of the building’s roof, with prefinished green R-type metal roof cladding with exposed fasteners. The existing roof cladding is 40 years old.
2. Replace the North facing shed awning’s prefinished dark green R-type metal roof cladding with exposed fasteners with prefinished dark green R-type metal roof cladding with exposed fasteners.
3. Replace existing prefinished light brown color ogee gutters and rectangular downspouts located on the front of the building with copper half round gutters and round downspouts to match gutters and downspouts located on the rear of the primary building.



The property is located at 332 E. Main Street (Parcel 013-1-84). The property is within the Old and Historic Zoning District (Sub-District 1, Civic/Business-Focused), the Entrance Corridor, and can be seen from a public right of way therefore requiring the approval of the HPRB prior to completion.

The applicant proposes numerous repairs and replacements to existing roofing and gutters/downspouts located on the primary building.

1. Replace all prefinished green R-type metal roof cladding with exposed fasteners on the entire upper portion of the building's roof, with prefinished green R-type metal roof cladding with exposed fasteners. The existing roof cladding is 40 years old.
2. Replace the North facing shed awning's prefinished dark green R-type metal roof cladding with exposed fasteners with prefinished dark green R-type metal roof cladding with exposed fasteners.
3. Replace existing prefinished light brown color ogee gutters and rectangular downspouts located on the front of the building with copper half round gutters and round downspouts to match gutters and downspouts located on the rear of the primary building.

First, the entire upper portion of the building's roof originally clad in prefinished dark green R-type with exposed fasteners metal roof cladding will be replaced with prefinished dark green R-type with exposed fasteners metal roof cladding to match existing. The replacement as described is a waiver eligible action.

Second, the existing shed awning clad in prefinished dark green R-type metal roof panels with exposed fasteners, will be replaced with prefinished dark green R-type metal roof panels with exposed fasteners to match existing. The replacement as described is a waiver eligible action. The North facing shed awning cladding matches the building's primary roof cladding.

Third, the existing prefinished light brown ogee gutters and rectangular downspouts located on the front of the building will be replaced with copper half round gutters and round downspouts as highlighted in the photos below. The proposed copper half round gutters and round downspouts will match the copper half round gutters and downspouts located on the rear of the primary building.

Mr. Cristofari showed what the new gutter would look like from examples already on the back of the building, and that the new gutter would match. Mr. Cristofari stated that the first and second items were waiver-able actions and did not need HPRB approval, only the third item would need approval. Typically, R type roofs are not allowed according to the guidelines, but the building has a unique history so this would be an exception. Because the building was made from recycled materials and secondary resources such as sheds and other reclaimed materials, the roof would be accurate for the time it was built.

Mr. Anderson asked if approval was also needed for the gutters in the back. Mr. Cristofari stated that no, they are not visible from the public right away, and the OH district was just expanded into this area. Also, the roof on the back of the house was replaced before the house was in the OH district.

Mr. Cristofari showed the board where the gutters would be replaced on the building. Mrs. White asked if the replacement of the gutter would bring them into compliance with guidelines, but not the roof.

Mr. Cristofari stated that the roof replacement would be a waivable action, and while that type of roof would not typically be allowed there is no evidence that this is not the original roof. Mrs. Rice stated that the owners are replacing like for like, the only change needing approval would be the gutters.

**On a motion by Mrs. Hartshorn, seconded by Mrs. Bunn, the board voted to approve the replacement of the gutters so that they matched the existing gutters on the back of the house.**

**The roll call vote was as follows:**

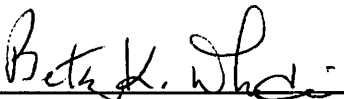
<b>Mr. Dwayne Anderson</b>	<b>Aye</b>
<b>Mrs. Brooke Bunn</b>	<b>Aye</b>
<b>Mrs. Betsy White</b>	<b>Aye</b>
<b>Mrs. Kristi Hartshorn</b>	<b>Aye</b>
<b>Mr. Peyton Boyd</b>	<b>Aye</b>

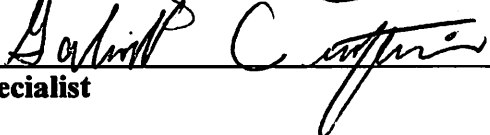
#### **E. PUBLIC COMMENTS**

#### **F. OLD BUSINESS/MATTERS NOT ON THE AGENDA**

- Preservation Day/CLG Update
- Cost Share Grant Update
- COA Waiver – 127 W. Main Street (Ridge Cap Roof Repair)
- COA Waiver – 300 Old Green Spring Road (Repair Shutters & Repaint)
- COA Waiver – 301 W. Valley Street (Clapboard Repair & Repaint)

#### **G. ADJOURNMENT**

  
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**Betsy White, Chair**

  
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**Gabriel Cristofari, Senior Planner/GIS Specialist**