



**TOWN OF ABINGDON, VIRGINIA  
HISTORIC PRESERVATION REVIEW BOARD WORK SESSION  
WEDNESDAY, FEBRUARY 5, 2025 – 4:00 PM  
WORK SESSION  
ARTHUR CAMPBELL MUNICIPAL BUILDING,  
133 W. MAIN STREET  
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Welcome to the Town of Abingdon’s Historic Preservation Review Board Regular Meeting. This is a citizen Board, appointed by the Town Council, to interpret and uphold Abingdon’s Historic Preservation Ordinance, which is Chapter 44, Section 2-4 of the Abingdon Zoning Ordinance that protects the Historic District of Abingdon which has been designated the Old and Historic District along with all its contributing resources, including buildings, structures, and sites from negative encroachment resulting from inappropriate construction, design, alterations, or demolitions. Our review process is guided by our Design Review Guidelines, which are based on the United States Secretary of Interior’s Standards for Rehabilitation.

Our aim on this Board is to provide a positive bridge between the design review process and property owners seeking to make changes, working together through the natural partnership that exists between us for mutual good. The result will be to ensure Abingdon’s Historic District continues as a valuable asset and one that makes Abingdon a good place to live, work, and visit.

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 – Betsy White, Chair**
- B. ROLL CALL – Gabriel Cristofari, Senior Planner**
- C. WORK SESSION DISCUSSION TOPICS**
  - 1. Updating Design Review Guidelines**

**Lighting**

- **Building Lighting**

**Drainage**

- **Gutters, Downspouts & French Drains**
- **Gutters, Downspouts & French Drains Maintenance**

**Roofs**

- **Cornices & Parapets**
- **Chimney**
- **Roof**
- **Roof Skylights & Vents**

**Alternative Energy**

- **Solar Panels**

**D. PUBLIC COMMENTS**

**E. OLD BUSINESS/MATTERS NOT ON THE AGENDA**

**F. ADJOURNMENT**

## Lighting for Buildings

Fixtures original to the associated building should not be replaced but repaired as needed, adhering to the original design features and using original materials whenever possible.

Non-original fixtures should be compatible with the style, scale and period of the building and mounted as appropriate to the style and design of the period.

Lighting for commercial buildings should be simple in design and may be either concealed or exposed. If concealed, uplighting is encouraged. If exposed, the fixtures should be appropriate to the style and period of the building.

Freestanding fixtures should be compatible with the style, scale and period of the associated building.

Lighting for security purposes (such as flood lights) should be mounted on building facades not prominent in the public view. When in public view, flood lights or foot lights should be small, simple in design and their number kept to a minimum. Post mounted fixtures may be installed if they are compatible with the style, scale and period of the associated building.

Fixtures should be positioned and angled to minimize illumination of adjoining properties.

## Lighting for Porches and Exterior Walls

~~Fixtures original to the associated building should not be replaced but repaired as needed, adhering to the original design features and using original materials whenever possible:~~

~~Non-original fixtures should be compatible with the style, scale and period of the building and mounted as appropriate to the style and design of the period:~~

~~Lighting for security purposes (such as flood lights) should be mounted on the rear or sides of the building rather than the front. When in public view, flood lights or foot lights should be small, simple in design and their number kept to a minimum:~~

~~Freestanding fixtures should be compatible with the style, scale and period of the associated building:~~

## Gutters, Downspouts & French Drains

~~In order to~~ To prevent water damage, gutters, ~~and~~ downspouts, ~~and~~ French drains should be designed to channel the water at least 4 to 6 feet from the building. ~~through~~ The use of downspout extensions and splash blocks may be used to assist.

When installed, gutters and downspouts should not result in the removal of existing eave features and should be located away from significant architectural features of the associated building. Gutter straps should be nailed under and not on top of the roofing material.

Boxed or built-in gutters and downspouts should not be replaced but repaired as needed, adhering to the original design features and using original materials whenever possible.

Metal gutters and downspouts (other than copper or prefinished metal) should be maintained by painting all surfaces, including the inside of the gutters.

Hang-on type gutters and downspouts should be of painted metal or copper.

Gutters should be half-round with round downspouts if the building predates 1950 rather than “K” or ogee unless evidence indicates that “K” or Ogee is appropriate to the period, comparable style and age of structure. ~~Downspouts should be round in cross section.~~

“K” or Ogee gutters should be installed on a building or portion thereof post 1950 with rectangular downspouts unless evidence indicates half-round gutters and round downspouts were the original type of gutter and downspout used.

### **Gutters, Downspouts & French Drains Maintenance**

Inspect the gutter system annually. Clean out existing gutters and downspouts and provide ongoing maintenance to prevent blockages that may cause water retention and deterioration.

Box or stop gutters catch water in a trough that is part of the roof or eave. Leaky box or stop gutters should be lined with membrane roofing.

Suspended gutters are fastened at the eaves with spikes or straps. Loose downspout support brackets should be firmly reattached to the wall. Gutter support straps should be refastened under roofing materials and not on the roof surface.

### **Cornices & Parapets**

Original cornices or parapets should not be removed, concealed or covered but should be preserved and maintained in their original configuration. Any repairs should adhere to original design features and use original materials whenever possible.

Avoid replacing a cornice or parapet when it can be repaired. Materials must be completely rotted, rusted, or otherwise beyond repair to justify replacement. Avoid replacing an original cornice or parapet with a new one that conveys a different period, style, or theme from that of the building.

When cornices are missing, they should be replaced on the basis of physical or pictorial evidence. If no such evidence exists, wood, fiberglass or sheet metal cornices in keeping with those found on other buildings of the same or similar style and period may be used.

### **Chimneys**

If original to the building, chimneys should not be removed, altered or covered with materials such as stucco.

When rebuilding, in whole or in part, is the only option, it should be done to match the original chimney design.

Chimneys should be first cleaned and then repaired and re-pointed in accordance with HPRB Guideline #25, Masonry: Brick and Limestone to match the original chimney in materials, colors, shape and brick pattern. ~~If prior repointing has resulted in mismatched colors and textures, the chimney may be painted in brick colors such as dark red or brown.~~

If a severely deteriorated chimney should be replaced, rebuild it in the same design, with the same masonry and joint detailing as the original.

When added to an existing structure, to an addition to an existing structure or to new construction, chimneys should be appropriate to the architectural style and design of the main structure.

Caps should be constructed of clay, slate, stone or metal as appropriate to the architectural style.

If a hood, shield, or screening is needed to protect the flue from moisture and/or birds, select a low-profile element that will provide the necessary protection while providing only a minimal visual presence.

### **Chimney Maintenance**

Repaint brick chimneys using mortar that matches the composition, color, and mortar joint detailing of the existing.

Clean chimney flues on a regular basis if the flue is in use.

Brick chimney caps are subject to extreme weathering and may require frequent repainting.

### **Roofs**

a. Roofs should be retained, with original features such as cresting, chimneys, finials and cupolas, and, if possible with original roof materials such as metal shingles or standing seam metal sheet roofing. "R-type" profile metal roofing is not permitted. "5-V" profile metal roofing may be allowed only if the owner establishes that the original roofing was "5-V". Buildings may be reroofed with similar substitute materials such as fiberglass reinforced asphalt shingles if the original materials are no longer present.

b. 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.

c. New dormers, roof decks, balconies or other additions should not be introduced on the front of buildings. However, additions of this type may be added to the roof on the rear or sides if they will not be prominently in the public view.

d. Flat roofs should have soldered metal panels added as the surface material. However, rolled composition or EPDM (rolled rubber) roofing materials are acceptable if not in public view.

### **Roof Skylights and Vents**

a. Roofs requiring vents should have ridge or gable vents.

b. Vents and skylights original to the building should be preserved and repaired when needed using original materials-

c. Skylights and vents should not be added where they would be visible from the front facade of the building or street but placed at rear roof lines or behind gables and dormers.

d. Skylights should have a low profile with the roofline and their tops should be flat and not of convex or “bubble” design.

### **Solar Panels**

a. Solar panels should be located on rear sections of the roof of a building, behind dormers, gables or in other areas not readily visible to the public.

b. If freestanding, solar panels should be located in rear yards or on side facades of a building not readily visible to the public. If side yard locations are readily visible to the public, as on a corner lot, freestanding panels may be installed if they are effectively screened by landscaping, fencing or square lattice panels.