

# PROCLAMATION

## National Payroll Week *September 2-6, 2013*

**WHEREAS**, the American Payroll Association and its 23,000 members have launched a nationwide public awareness campaign that pays tribute to the more than 156 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

**WHEREAS**, payroll professionals in Leesburg, Virginia play a key role in maintaining the economic health of Leesburg, Virginia, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

**WHEREAS**, payroll departments collectively spend more than \$15 billion annually complying with myriad federal and state wage and tax laws; and Whereas payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

**WHEREAS**, payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

**WHEREAS**, payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

**THEREFORE PROCLAIMED** by the Council of the Town of Leesburg in Virginia that the week in which Labor Day falls is National Payroll Week in the Town of Leesburg and the Council gives additional support to the efforts of the people who work in Leesburg, Virginia and of the payroll profession.

**PROCLAIMED** this 13<sup>th</sup> day of August, 2013.

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Kristen C. Umstattd, Mayor  
Town of Leesburg

ATTEST:

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Clerk of Council

# Leesburg

## 2012 Annual Report of the Leesburg Board of Architectural Review

King Street Leesburg, Va.



# Acknowledgements

The Leesburg Board of Architectural Review (BAR) is pleased to offer an annual report for the 2012 calendar year to the Town Council. The following information is presented as a summary of the BAR's accomplishments during the 2012 calendar year and projected goals and challenges for 2013. Included with this report are the agendas for the meetings and the attendance list for 2012.

## 2012 BAR Members

### Voting members

- Richard Koochagian, Chairman
- Jim Sisley, Vice Chairman
- Edward Kiley, Parliamentarian
- Tracy Coffing
- Dieter Meyer
- Teresa Minchew
- Paul Reimers

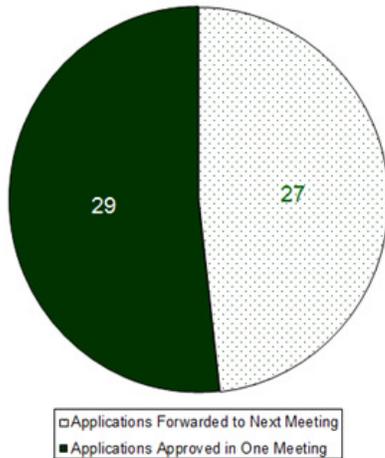
### Non-voting members

- Fernando "Marty" Martinez, Council Liaison
- Mary Harper, Planning Commission Liaison

### Town of Leesburg Staff:

- Kim Del Rance, Liaison & Preservation Planner
- Debi Parry, Planning & Zoning Assistant

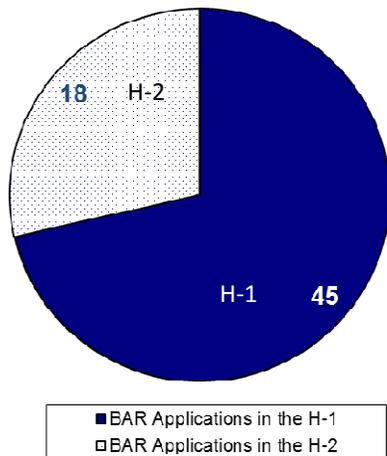
# Decision Making Process



**BAR Review Process**  
 During CY2012, a total of **146** applications for Certificates of Appropriateness were processed, an increase of **52%** from CY 2011.

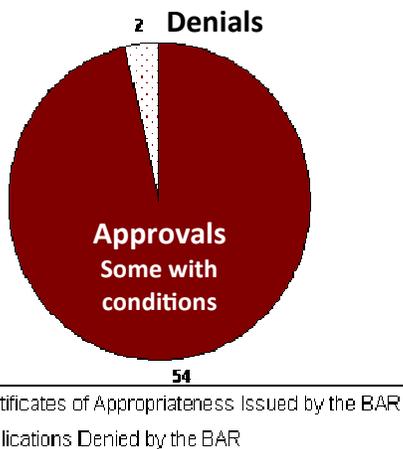
The BAR held 25 meetings in CY2012 at which they reviewed a total of **63** applications (an increase of 23%). **29** cases were decided in one meeting while, while **27** were recessed or deferred to allow for additional review. **7** Cases were recessed until 2013.

Administratively, **83** applications (an increase of **84%**) were processed in an average time of **5** days.



**Comparison of H-1 & H-2 Districts**  
 In CY 2012, the BAR received **45** applications for review for the H-1 Old and Historic District as compared to **18** applications for the H-2 Corridor District.

Administratively, **55** applications were reviewed for the H-1 Corridor District as compared to **28** applications for the H-2 Corridor District.



**BAR Decisions**  
 Of the **56** cases decided by the BAR in CY2012, only **2** cases were denied.

**TLHP-2012-0036**—a free standing ATM with an automotive paint finish was denied at a highly visible corridor intersection after several meetings in attempts to find a common ground alternative.

**TLHP-2012-0062**—a wall sign on a historic downtown residential turned-commercial building was denied after the applicant, a sign vendor, requested an up/down vote after alternatives were declined by the owner.

# 2012 Board of Architectural Review Highlights

## Overview of Cases reviewed by the BAR

Of all the BAR reviews, 32% dealt with exterior alterations, 27% dealt with signage, 10% dealt with new construction or additions and 9% dealt with paint colors.

## Courthouse Square in downtown Leesburg

In 2012 the BAR was tasked with reviewing two applications for the proposed Courthouse Square development on the Loudoun Times-Mirror property in the Old & Historic District. The Board held four meetings dedicated solely to this project after the initial briefing to the BAR. The special meetings were held between June and September devoted entirely to the proposal for demolition of the 1975 rear addition to the historic Loudoun Times-Mirror building at 9 E Market Street with a new addition atop the historic building and the construction of a new 110,000 square foot mixed office use, retail and restaurant building and associated five level parking garage.

During this time the Board and staff worked diligently with the applicant to guide a design for quality office and retail options to the OHD while remaining respectful of the character found in downtown Leesburg. After the final decision was rendered on the main project September 5, 2012, the applicant said the process led to a better design and as a result of the collaborative efforts between the BAR and staff.

**At a first look** these before-and-afters may not appear different, but with a careful eye the details,

BEFORE the BAR process:

Courthouse Square Proposal as it originally appeared on June 4, 2012 (Market Street frontage)

AFTER the BAR process:

Courthouse Square Proposal as it was approved on September 5, 2012 (Market Street frontage)



massing and expression were finely tuned by the architects with the constructive guidance of the historic guidelines that have served the Town of Leesburg in what is the 50th year since the historic district was established in 1963. The Loudoun Times Mirror is a “contributing” structure, which means it has key significance to the district. The Loudoun Times Mirror building built as a new Dodge dealership in 1916 was restored to its original façade. Instead of losing its character it was enhanced while becoming a growing, living building that will see another century or two of use and appreciation.

# 2012 Board of Architectural Review Highlights

Courthouse Square Proposal as it originally appeared on June 4, 2012 (Loudoun Street frontage)



Courthouse Square Proposal as it was approved on September 5, 2012 (Loudoun Street frontage)



The changes from the first submission on left above and the final submission on the right above dealt with the large massing of the office building appearing more sensitive to the smaller building masses in the historic district. Details that may be missed, such as the rounded porch going from one column to the more traditional two columns are some of the details that this process fine tuned for a compatible new addition to the historic district.

## **Board of Architectural Review Member Training Session**

The Preservation Virginia annual conference was held in Leesburg in September, 2012. A special training session for Board of Architectural Review members held in Leesburg Town Council Chambers on the Sunday before the conference, September 23, 2012. Board members from all over Virginia, including members of the Leesburg BAR, spent the day discussing legal and technical issues related to the process of reviewing projects in historic districts. The training day was a joint event sponsored by the Town of Leesburg and Loudoun County. The training session was filled to capacity and so well received that planning is currently under way for future training sessions and was so successful there was no room left in Council Chambers.

## **Town of Leesburg has new Preservation Planner**

The spring of 2012 saw a new Preservation Planner, Kim K. Del Rance, join the Planning and Zoning Department. From nearby Lancaster, PA originally, Kim spent the last 18 years in Florida where she was the first Historic Preservation Planner for the "oldest city" of St. Augustine. She also spent several years as an architect intern after earning a Master of Architecture at the University of Florida. She is currently working on a doctoral degree in the College of Design, Construction & Planning at the University of Florida in the Historic Preservation and Environmental Planning disciplines.

# 2012 Board of Architectural Review Highlights

## **JARB 2012 - Joint Architectural Review Board Awards**

The Joint Architectural Review Board (JARB) is a joint effort between Leesburg, Middleburg, Purcellville and Loudoun County to recognize excellent projects that have gone before architectural review boards. In 2012, the Joint Architectural Review Board (JARB) awarded eight Historic District Design Excellence Awards in five categories and two Community Blue Ribbon Awards (continued on next page).

**Leesburg winner in Additions category:** Ronald Rogos & Tracy Coffing,  
211 N. Cornwall Street, Leesburg Old & Historic District



**Signage:** Duane & Cyndi Ellis, Common Grounds, 114 W. Washington St., Middleburg Historic District

**Restoration Detail:** Scott Kinney & Pat Kinney, Shamrock Music Shoppe, 108 N. 21st St., Purcellville Historic District

**Additions:** National Sporting Library & Museum, 102 The Plains Road, Middleburg Historic District

**New Construction:** Brian & Carol Young, 18671 Trinity Church Road, Goose Creek Historic District

### **Restoration/Rehabilitations**

- Town of Purcellville: New Town Hall, 221 S. Nursery Ave, Purcellville Historic District
- Tedd & Dana Durden: Taylorstown Barn Restoration, 41207 Annas Lane, Taylorstown Historic District
- Glenn Jesse & Ron Benschoter, 40154 Main Street, Waterford Historic District

### **Community Blue Ribbon:**

- Peter & Diana Burnett, 39021 Piggott Bottom Road
- Northern Virginia Regional Park Authority (NVRPA), Aldie Mill Complex, Aldie Historic District

# 2013 Goals

## **Town Plan, Preservation Plan and Retreat**

With the passage of the new Town Plan and its heritage element, the BAR will seek council direction to begin developing a Preservation plan of Best Practices and preservation goals for the historic resources and future growth of the Town of Leesburg.

According to the National Parks Service the definition of a Preservation Plan:

**Preservation planning establishes a future direction or vision for historic and cultural resource preservation, and establishes and promotes specific ways to achieve that vision in a clear, concise fashion appropriate to its audience.**

A preservation plan benefits the entire community as the role of our historic structures and sites are identified, assessed and integrated into the broader goals of economic development, affordable housing and transportation growth. Leesburg is facing continued growth and escalating living costs so protecting historic sites here and integrating them into future growth will resolve conflicts between competing land use goals. With conflict resolution built into a plan, customer service will be streamlined with time saving and possible cost saving benefits.

The BAR has a planned retreat in June 2013 to begin this planning process and determine ways of outreach to the public as well as individual planning goals and an overall direction of preservation efforts in the town.

In order to discuss long range plans as well as refine details of existing practices, the BAR will meet for a retreat at the Balch Library in June. Some of the topics to be considered and developed are:

- ◆ **Revising the H-2 Corridor Design Guidelines in view of the new Crescent Design District and changes in the signage ordinance**
- ◆ **Reviewing the H-1 Old and Historic District Design Guidelines**
- ◆ **Researching and reviewing other municipal approaches**
- ◆ **Review of By-Laws of the Board of Architectural Review**
- ◆ **CLG Grants for historic surveys**
- ◆ **50th Anniversary of the Old and Historic District celebration**



# PROCLAMATION

## Day to Serve *September 15-29, 2013*

**WHEREAS**, the governors of Virginia, Maryland and West Virginia and the mayor of Washington, D.C., have come together to support “Day to Serve”; and

**WHEREAS**, “Day to Serve” is an unique event that has inspired a diverse group of people of our larger region to set aside political, religious and cultural differences to strengthen our collective communities by coming together to “feed the hungry, protect and enhance the environment, as well as strengthening our communities”; and

**WHEREAS**, the governor of Virginia has issued a proclamation encouraging all citizens of Virginia to participate in a Day of Service between September 15-29, 2013; and

**WHEREAS**, since the inaugural “Day to Serve” in 2012, this remarkable and unprecedented event swept from the state capital to local churches, schools, neighborhoods and families and resulted in over 750 community events with more than 14,000 volunteers, culminating in 26,000 hours of service rendered, resulting in over 600,000 pounds of food being donated to local food banks; and

**WHEREAS**, these events also helped to improve the environment through planting trees, cleaning up parks and streams, and “adopt a road” campaigns; and

**WHEREAS**, the governor of Virginia has requested Virginians redouble their efforts for 2013.

**THEREFORE PROCLAIMED** by the Council of the Town of Leesburg in Virginia that all citizens, faith based organizations, and community organizations of Leesburg should participate in a “Day to Serve” as a way to strengthen our community and improve the quality of life for all.

**PROCLAIMED** this 13<sup>th</sup> day of August, 2013.

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Kristen C. Umstattd, Mayor  
Town of Leesburg

ATTEST:

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Clerk of Council