

# ***PROCLAMATION***

## American Cancer Society's Western Loudoun Relay for Life May 21-22, 2016

**WHEREAS**, 2016 marks the 32<sup>nd</sup> Anniversary of Dr. Gordy Klatt's first step of his 24-hour walk/run around a track in Tacoma, Washington which raised \$27,000 to support the American Cancer Society in May 1985; and

**WHEREAS**, the following year, 220 supporters on 19 teams joined Dr. Klatt in this overnight event, and the American Cancer Society Relay for Life was born; and

**WHEREAS**, each of the more than 5,000 Relays nationwide is a fun-filled, overnight event that mobilizes communities to raise money for the fight against cancer; and

**WHEREAS**, this event celebrates the lives of those who have battled cancer as the strength of survivors inspires others to continue the fight, remembers loved ones lost to the disease, and allows people who have walked alongside those battling cancer to find healing, and allows participants to fight back and put an end to the disease; and

**WHEREAS**, the Relay for Life of Loudoun County is being held on May 21 and May 22, 2016 at Heritage High School in the Town of Leesburg; and

**WHEREAS**, the theme for the 2016 Relay for Life is "**INSERT**"; and

**WHEREAS**, Relay for Life of Loudoun County is celebrating its 17<sup>th</sup> Anniversary this year and has raised over \$\_\_\_\_\_ to aid in the fight against cancer since 2000.

**THEREFORE**, the Mayor and Council of the Town of Leesburg in Virginia hereby congratulate the organizers and participants of the Relay for Life of Loudoun County and urge the citizens of the Town of Leesburg to support the American Cancer Society.

**PROCLAIMED** this 29<sup>th</sup> day of March, 2016.

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David S. Butler, Mayor

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Kelly Burk, Vice Mayor

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Fernando "Marty" Martinez

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Katie Sheldon Hammler

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Thomas S. Dunn, II

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Suzanne D. Fox

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R. Bruce Gemmill

# ***PROCLAMATION***

## ***12<sup>th</sup> ANNUAL KEEP LEESBURG BEAUTIFUL MONTH APRIL 2016***

**WHEREAS**, the Town of Leesburg, Virginia, is committed to environmental stewardship and to maintaining the appearance of Town road corridors and public places; and

**WHEREAS**, many volunteers come forth each April to collect trash from roadsides and stream areas and to beautify common areas throughout the Town; and

**WHEREAS**, the Town Council appreciates the fine work of the Town staff to keep the Town's roadways, rights of way, and parks clean and attractive year round.

**THEREFORE**, the Mayor and Council of the Town of Leesburg in Virginia hereby proclaim the month of April of the Year 2016 to be the 12th annual Keep Leesburg Beautiful Month and encourage all Leesburg residents, businesses, youth groups, churches and service organizations to participate in Keep Leesburg Beautiful during April 2016 by organizing clean up and beautification activities.

**PROCLAIMED** this 29<sup>th</sup> day of March 2016.

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Thomas S. Dunn, II

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Suzanne D. Fox

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R. Bruce Gemmill

# ***PROCLAMATION***

## ***Local Government Education Week***

***April 1-7, 2016***

**WHEREAS**, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

**WHEREAS**, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

**WHEREAS**, citizen services such as, law enforcement, public health and safety, recreational opportunities, and educating local children, are most often delivered at the local level; and

**WHEREAS**, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week in April as Local Government Education Week in Virginia; and

**WHEREAS**, April 2, 1908 was the creation of the Council-Manager form of government in the City of Staunton thereby making the first week in April appropriate for this designation.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Town of Leesburg in Virginia that April 1-7, 2015 is hereby designated as Local Government Education Week; and

**BE IT FURTHER PROCLAIMED**, that the Town of Leesburg and the Loudoun County School Board will partner to promote civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next generation of local government managers.

**PROCLAIMED** this 29<sup>th</sup> day of March, 2016.

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David S. Butler, Mayor

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Kelly Burk, Vice Mayor

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Fernando "Marty" Martinez

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Katie Sheldon Hammler

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Thomas S. Dunn, II

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Suzanne D. Fox

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R. Bruce Gemmill



Date of Council Meeting: March 29, 2016

**TOWN OF LEESBURG  
TOWN COUNCIL MEETING**

**Subject:** 2015 Board of Architectural Review (BAR)—Annual Report

**Staff Contact:** Tom Scofield, Preservation Planner

**Council Action Requested:** None.

**Staff Recommendation:** None.

**Commission Recommendation:** Not Applicable.

**Fiscal Impact:** None.

**Work Plan Impact:** Not Applicable.

**Executive Summary:** Section 2.4.8 of the *Town of Leesburg Zoning Ordinance* indicates that the Board of Architectural Review (BAR) is required to produce an annual report summarizing the decisions made on requested applications during the preceding calendar year. The BAR held 29 meetings in 2015 during which 47 applications were considered. Notable cases included applications related to the Loudoun County Courthouse Expansion project, the rehabilitation of a stone and frame barn on the Paxton property, and demolition applications related to the South King Street redevelopment project at 222 and 224 South King Street. Edward Kiley, BAR Chairman for 2015 and Paul Reimers, current BAR Chairman, will be in attendance to present the information in the annual report to the Town Council

**Background:** The Town of Leesburg Board of Architectural Review (BAR) is a 7-member body appointed by the Town Council pursuant to Section 15.2-2306 of the Code of Virginia, 1950, as amended, and authorized in Section 7A-2 of the Town Charter. The Board of Architectural Review is charged with administering the provisions of the Zoning Ordinance relating to the H-1 Old and Historic Overlay District, and the H-2 Historic Corridor District and to advise the Town Council in its efforts to preserve and protect historic structures and sites within the Town. The BAR also benefits from two non-voting liaison appointments, one from the Town Council and the other from the Planning Commission.

**Attachments:**

1. 2015 BAR Annual Report

Leesburg

2015 Annual Report  
of the  
Leesburg Board of Architectural Review



# Acknowledgements

The Leesburg Board of Architectural Review (BAR) is pleased to present to the Leesburg Town Council an annual report for the 2015 calendar year. The information contained within this report is a summary of projects reviewed by the Board along with signature accomplishments for the year. Also included is member attendance matrix for the previous year and a list of goals and challenges for 2016.

## 2015 BAR Members

### Voting members:

- Edward Kiley, Chairman
- Paul Reimers, Vice Chairman
- Dale Goodson, Parliamentarian
- Richard Koochagian
- Mark Malloy
- Teresa Minchew
- Dieter Meyer

### Non-voting members:

- Suzanne Fox, Town Council Liaison
- Lyndsay Welsh Chamblin, Planning Commission Liaison

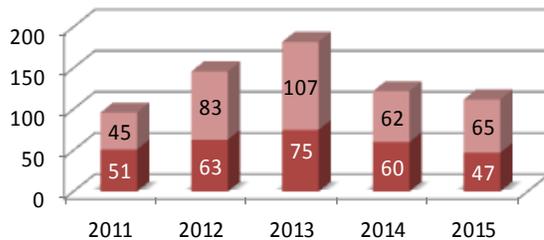
### Town staff:

- Tom Scofield, Preservation Planner
- Debi Parry, Planning & Zoning Assistant

# Summary of Meetings & Applications



- Number of Cases Decided in One Meeting
- Number of Cases Continued to Later Meeting



- Number of Applications Submitted for Administrative Approval
- Number of Applications Submitted for BAR Approval

## Application Process Time

For applications reviewed by the BAR, **26** cases were decided in one meeting, while **21** were continued at the request of the applicant or because additional information was required before final action. For administrative approvals, applications were processed in an average time of **12** days.

## BAR Decisions

Of the 47 cases reviewed by the BAR in CY2015, **23** were approved as submitted, **23** were approved with conditions, and only **1** case was denied. Application **TLHP-2015-0013, 105 South King Street** was a request to construct an addition on an existing, historic outbuilding for use as commercial space. After reviewing the proposal over the course of several meetings, the BAR concluded that the concept appeared reasonable. However, final plans and drawings were never submitted so the application was denied without prejudice.

## Meetings Held

Twenty-nine (**29**) BAR meetings were held in CY2015. Of the **24** regularly scheduled meetings including work sessions and monthly business meetings, **20** were held with **4** work sessions canceled because of inclement weather or lack of business. Nine (**9**) special meetings were called by the chairman of which **5** were site visits and **4** were to expedite review of the county courthouse project.

## Total Number of Applications

During CY2015, a total of **112** Certificate of Appropriateness applications were processed, a **decrease** of 8% from the previous year (CY 2014). Of this total **47** applications required BAR action and **65** applications were approved administratively, an **increase** of 4% from the previous year. The review of **4** applications submitted in CY2014 carried over into CY2015 and **12** applications submitted in CY2015 carried over into CY2016.

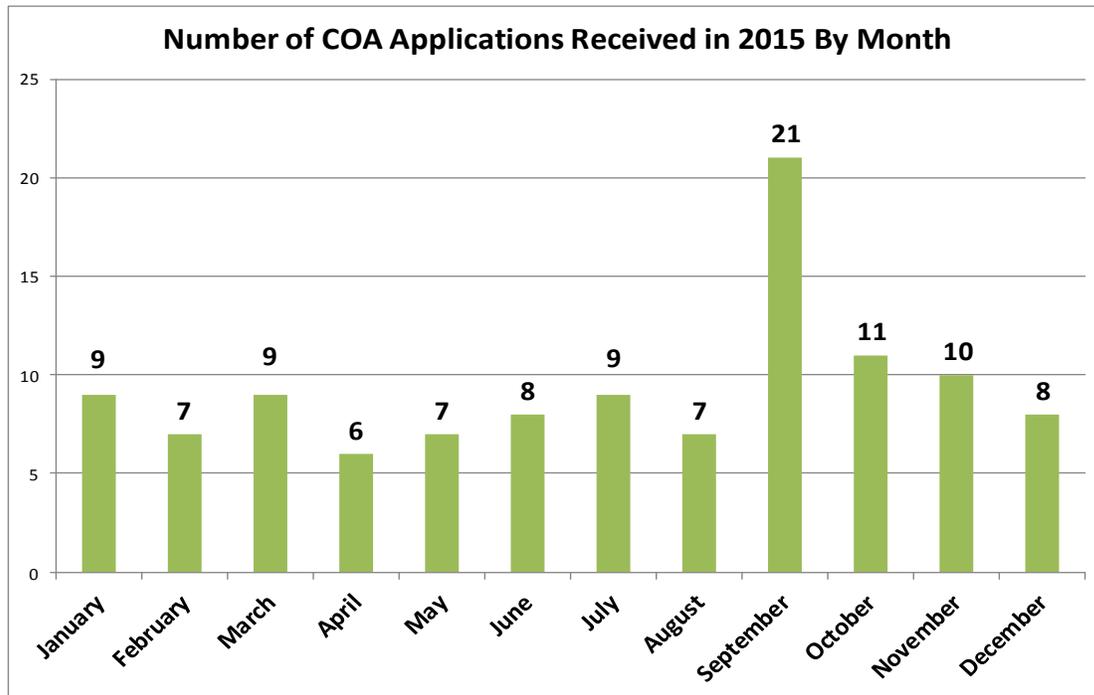
## Comparison of H-1 & H-2 Districts

Of the 47 applications forwarded to the BAR for review, **41** applications were for projects located in the H-1 Overlay, Old & Historic District and **6** applications were for projects located in the H-2 Corridor Overlay District.

Administratively, **57** applications were reviewed for projects in the H-1 District, **5** applications were reviewed for the H-2 District, and **3** applications were located in other areas of the Town.

# COA Activity/BAR Training

## Overview of COA Case Workload



## COA Cases Related to Active Zoning Violations

In 2015, there were 4 cases for which Certificate of Appropriateness applications were generated as a result of active zoning violations in the H-1 Old and Historic District. Of these, 3 cases were handled administratively and 1 case is still active before the BAR.

## Architectural Review Board Training: National Trust for Historic Preservation Conference

Board Members Teresa Minchew and Dieter Meyer attended the National Trust for Historic Preservation's annual conference held in Washington D.C. in October of 2015.

# Notable Cases for 2015

## Loudoun County Courts Expansion

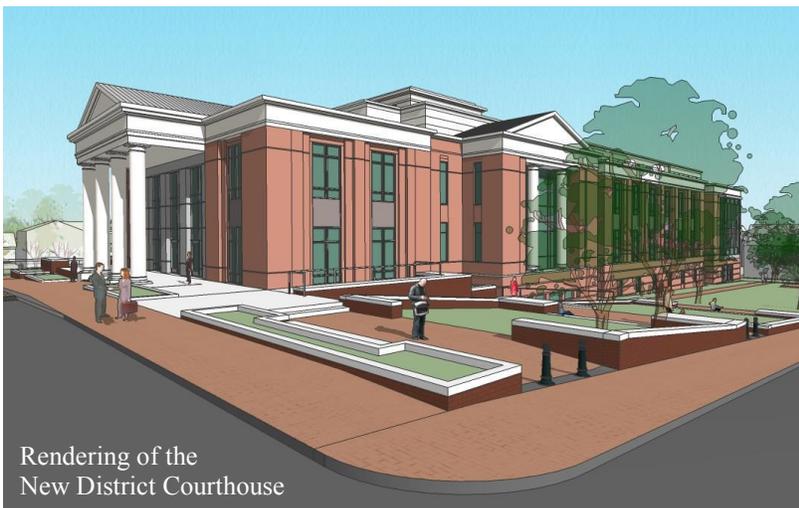
The project that attracted the most attention for the Board of Architectural Review in 2015 was the proposed expansion of the Loudoun County Courts complex in the heart of downtown Leesburg. The 92,000 square foot facility proposed for construction on the northeast corner of Church Street and Edwards Ferry Road,

The four historic buildings on Edwards Ferry Road



is projected to meet demands for the growing County court system until 2025. Review of the project started with a request by Loudoun County to demolish the four historic buildings along Edwards Ferry Road that currently stand on site. Seeking an alternative to total removal of the buildings from the property, thus preserving the architectural and historical integrity of the streetscape and mitigating the size, mass and scale of the new courts facility, the BAR approved the request for demolition in modified form allowing removal of the non-historic or substantially altered rear additions on each building. Citing concerns about courts security and other issues, the County appealed the BAR decision to the Town Council where total removal of the houses was

authorized. Collaboration with the courthouse design team on the exterior appearance of the New District Courthouse has been underway since Fall of 2015.

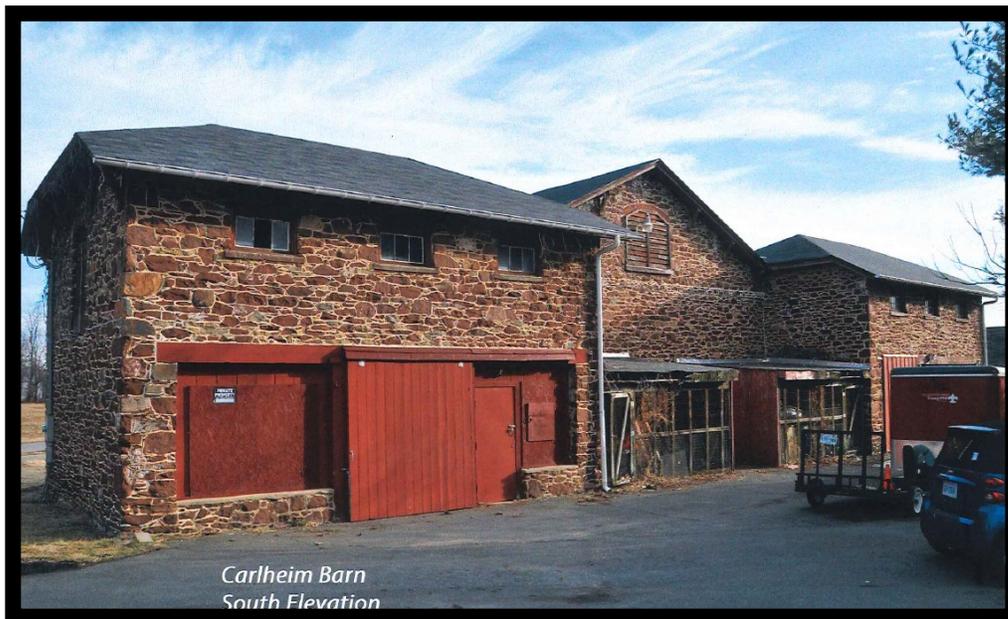


Rendering of the New District Courthouse

# Notable Cases for 2015

## Historic Carlheim Barn Rehabilitation at Paxton

In 2015, a Community Development Block Grant was awarded to the Paxton Campus for conversion of the former livestock barn to administrative offices and a behavior clinic. Rehabilitation of the stone structure, one of five contributing resources on site associated with the elaborate Victorian Estate once known as *Carlheim*, represents the first phase of the 'Barns of Paxton' project—a wellness, fitness and arts facility proposed for the campus. The Certificate of Appropriateness application outlines an approach that preserves the integrity and character of both the interior and exterior of one of Loudoun County's more impressive historic agricultural buildings. Approved by the BAR in June 2015, and currently under Section 106 review by the Virginia Department of Historic Resources, construction work is slated to begin in Spring/Summer of 2016.



Carlheim Barn  
South Elevation

# Notable Cases for 2015/New Review Tool

## South King Street Redevelopment Project

A renewed effort to redevelop the former industrial site next to Town Branch on South King Street that was home to notable Leesburg businesses such as the Norris Brothers Millworks was initiated in 2015 by The Knutson Companies. Demonstrating success with the mixed use project *Crescent Place* just



Rendering of the South King Street Redevelopment Project

outside the historic district, the boutique builder has set their sights on constructing 68 residential condominium units on the 2.8 acre parcel. The proposed project would also include a 2-story commercial building and the long-contemplated *Karen & Chuck Jones Plaza*, both fronting directly on King Street. Certificate of Appropriateness applications for demolishing the seven existing structures on the property—consisting of non-historic and substantially altered or deteriorated buildings—were reviewed during the Fall and Winter of 2015 and recently approved by the BAR as the first step in this notable redevelopment project.

## General Concept Plans: A New Review Tool

As part of the 2015 Zoning Ordinance batch amendment approved by Town Council, a new review tool has been added to procedures that will allow applicants to seek non-binding input and advice from the BAR on conceptual designs for proposed projects. Applicable for properties in both the H-1 and H-2 overlay districts, an owner or developer may submit a General Concept Plan to receive feedback on an idea for a large or multi-phased project. This enables the applicant and BAR to enter into a conversation without the time constraints or detailed submittal requirements needed for a Certificate of Appropriateness application and before a substantial investment is made by the applicant in detailed design and engineering costs. At the BAR's discretion, a resolution endorsing all or certain portions of the proposed project may be adopted. This is not intended to serve as a stand-alone approval—an approval of a Certificate of Appropriateness application by the BAR will always be required before a project may proceed. DPZ staff and BAR members will be implementing procedures in 2016. Several future applicants have already expressed interest in using the new tool.

# Advocacy

## 2015 Joint Architectural Review Board Awards

The Joint Architectural Review Board (JARB) is a joint collaborative between Leesburg, Middleburg, Purcellville and Loudoun County to recognize projects of excellence that received approval from local architectural review boards.

In 2015, JARB awarded nine Historic District Design Excellence Awards in five categories and three Community Blue Ribbon Awards. The following Leesburg projects were award recipients:

**Leesburg winner in New Construction category:  
Infill Development on Ayr Street  
Owners, Joseph Hoban & Robert  
and Victoria Polk— 2&4 Ayr  
Street SW, Leesburg**

2&4 Ayr Street in the Leesburg Old & Historic District were simple, frame vernacular dwellings constructed in the early 20th century that housed workers and their families employed in the numerous small industries that once were located downtown.

With the shift in the local economy over recent decades resulting in the shuttering of

mills and warehouses in the central business district, these modest houses became less desirable as residences and reached a point where their deterioration and under-utilization required substantial rehabilitation.

In 2007, PR Construction acquired these properties and proposed a design to retrofit the two new homes that added the necessary space and conveniences for modern living while embracing the historic character of the contributing buildings. Substantial effort went into preserving the historic fabric, including moving entire sections of the structures to a warehouse to continue rehabilitation during a major storm.



2 Ayr St SW Before & After



4 Ayr St SW Before & After

# Advocacy

## 2015 Joint Architectural Review Board Awards (Cont'd)

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### **Leesburg Winner in Restoration & Rehabilitation category:**

#### ***Babson Estate Workshop & Well— 302 North King Street, Leesburg***

#### ***Owner, St. John the Apostle Catholic Church***

The one-room, masonry-vernacular outbuilding with slate roof, exposed timbers and brick noggin and nearby well were once associated with an historic residential estate located on the outskirts of Leesburg dating as far back as the 1850's. The property was acquired by the Catholic Diocese of Arlington in 1986 and also includes the site of

Leesburg's 2014 JARB Award winner --the recently-constructed St. John the Apostle Roman Catholic Church. The JARB recognized this project for the willingness of this parish to not only construct a beautiful church edifice compatible with the adjacent historic district, but to be responsible stewards of the historic resources associated with the former estate, as well. The structure is now used as a chapel during burial ceremonies held in the adjacent cemetery.



## BAR Goals for 2016 and Beyond

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- Create a GIS map of the H-1 historic district for use in the Town's online mapping system—Phase 1 has been completed with work starting this year on Phase 2.
- Update the H-1 historic district architectural survey—the grant application shall be resubmitted for Certified Local Government funds.
- Provide online access to the general public for the historic district architectural survey and Certificate of Appropriateness data through the Town website.
- Review the Old & Historic District Design Guidelines—amend if needed.
- Encourage formation of a "Friends of the Historic District" advocacy group.
- Prepare a preservation plan for all significant historic resources in the Town limits.
- Participate in preparation of the East Market Street Small Area Plan and evaluate the need for the H-2 design guidelines in remaining Town entry corridors.
- Promote the use of state and Federal historic preservation tax credits for eligible properties.
- Educate property owners, contractors, realtors and residents about design review requirements for exterior improvements and new construction in the Old and Historic District.

# Board Attendance for 2015

|                     | Jan | Jan | Feb | Feb | Mar | Mar | Mar | Apr | Apr | Apr | May | May | May | May | Jun | Jun | Jul | Jul | Aug | Aug | Aug | Sept | Sept | Sept | Oct | Oct | Nov | Nov | Nov | Dec | Dec |  |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|-----|-----|-----|-----|-----|-----|-----|--|
| BAR                 |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Goodson, Dale       |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Koochagian, Richard |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Kiley, Edward       |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Malloy, Mark        |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Meyer, Dieter       |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Minchew, Teresa     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Reimers, Paul       |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| Council Member Fox  |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |
| PC Chamblin         |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |      |      |      |     |     |     |     |     |     |     |  |

Legend:

|                         |
|-------------------------|
| Present                 |
| Special Meeting Present |
| Recused from Meeting    |
| Absent                  |
| No Meeting              |
| No longer on Commission |



Date of Council Meeting: March 29, 2016

**TOWN OF LEESBURG  
TOWN COUNCIL MEETING**

**Subject:** 2015 Commission Annual on Public Art Report

**Staff Contact:** Anne D. Geiger, Commission on Public Art Liaison

**Council Action Requested:** None.

**Staff Recommendation:** None.

**Commission Recommendation:** Not Applicable.

**Fiscal Impact:** None.

**Work Plan Impact:** None.

**Executive Summary:** Section 2.195 of the *Town Code - Chapter 2, Article V - Boards and Commissions* states that Commissions shall provide an annual report to the Town Council summarizing activities and accomplishments of the Commission. This presentation will include the Commission on Public Art's accomplishments, work in progress, projects that are on the drawing board, and new ideas for bringing more public art to Leesburg.

**Background:** The Commission on Public Art is a seven member body appointed by the Town Council with a stated interest or expertise in the arts and who represent the public at large. The duties of the Commission on Public Art are:

- (1) to support the development of a public art program and the expansion of public access to and participation in the arts in Leesburg,
- (2) to serve as an advisory body for the public arts in Leesburg,
- (3) to advise the Town Council concerning appropriate policies that will strengthen the arts and further public access to the public art with the ultimate approval of a public art project resting with the Town Council of Leesburg,
- (4) to administer all activities concerning public art which are not conducted as part of a regularly scheduled Town program, and
- (5) to seek national, state and private support on behalf of the arts in Leesburg.

**Attachments:**

1. Commission on Public Art Annual Report Slide Show

# **COPA Presentation**

to Leesburg Town Council

March 29, 2016

Tom O'Neil  
COPA Chairman

# Agenda



Accomplishments

- Snow Plow Project – Town Hall Exhibits – First Friday Event

Work in Progress

- Sculpture Garden – LAMP – Bike Rack Mural

On the Drawing Board

- Parking Garage Mural – King Street Bridge Mural

New Ideas

- Arts and Cultural District Banners – Mobiles Under Skylight – Expanded Snow Plow Project – “Roving” Gallery

# Accomplishments

## Snow Plow Project



# Accomplishments

## Town Hall Exhibits



2<sup>nd</sup> Floor



1<sup>st</sup> Floor

# Accomplishments

Liberty Street 1<sup>st</sup> Friday Event



# **WORK in Progress** **Sculpture Garden**

## **Birdhouse #6**



# Dedication

July 2nd



**WORK in  
Progress**



**LAMP**

**Leesburg Art  
Master Plan**

**Bike Rack  
Mural**

# Work In Progress



# On the Drawing Board





## New Ideas

"Roving" Art Gallery

Expand Snow Plow Project - 2016

Arts and Cultural District Banners

Mobile Art under Skylight in Garage



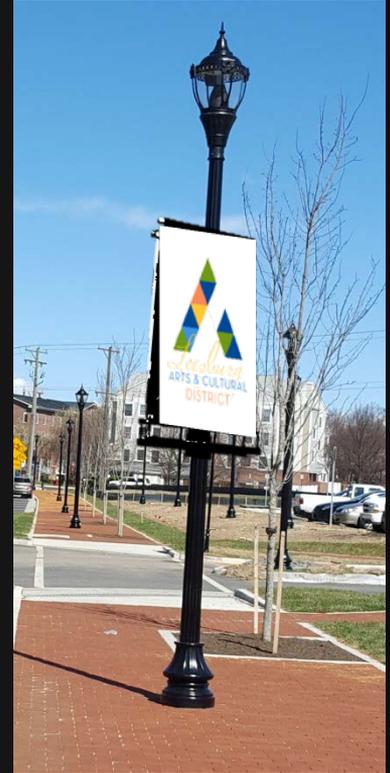
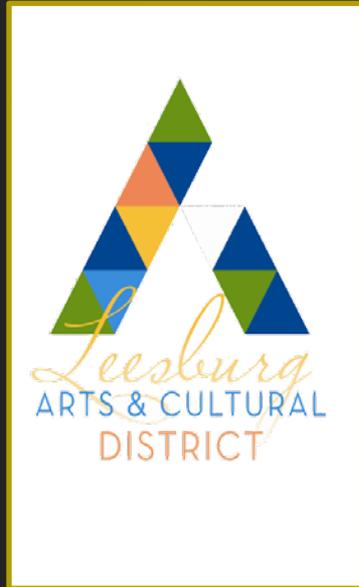
# New Ideas

Mobile Art under  
Skylight in Parking  
Garage



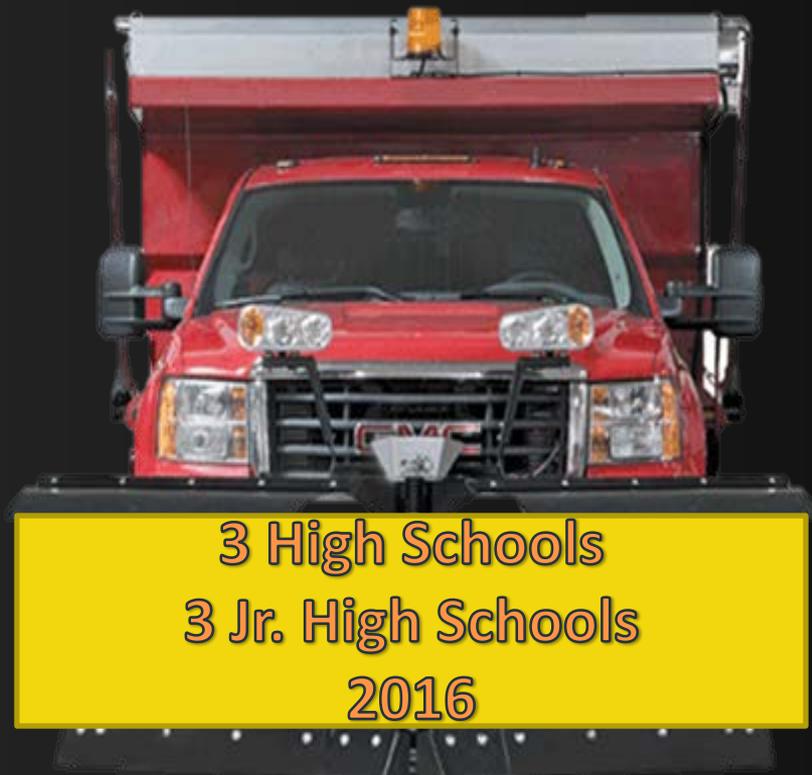
# New Ideas

Arts and Cultural  
District Banners



# New Ideas

Expand Snow Plow  
Project



3 High Schools  
3 Jr. High Schools  
2016

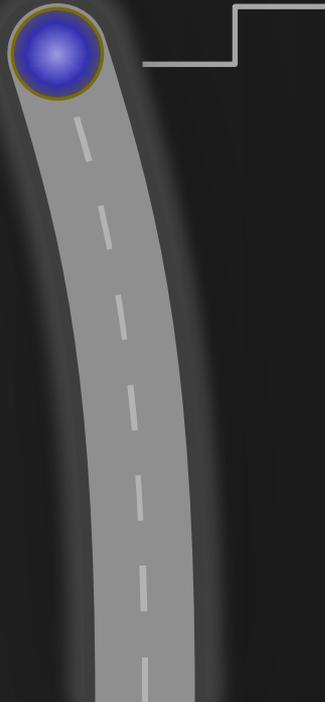




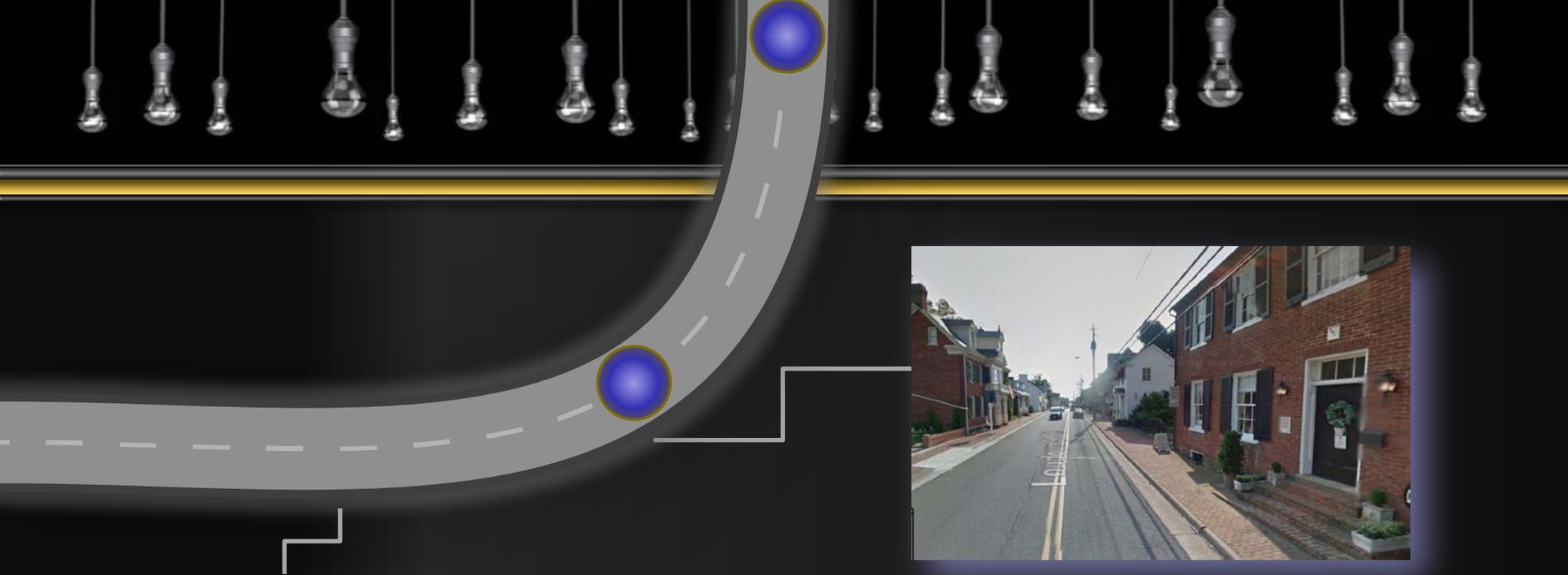
# New Ideas

## “Roving Gallery”

ID Empty Properties for  
1<sup>st</sup> Friday Art Events



**Liberty Street  
Pilot Run  
OVER 200  
People!**



## WIN – WIN

for Town, Property Owners, and Artists

**Why Leave Empty Space?**



Huge Success So Far!

Just say YES to...

**ART RAVE**





Local Artists, Musicians,  
Wineries, Brew Pubs, and  
other Business Participation

