



**LEESBURG BOARD OF ARCHITECTURAL REVIEW
BUSINESS MEETING MINUTES**

**Monday, 17 September, 2012
Town Hall, 25 West Market Street
Council Chamber**

MEMBERS PRESENT: Chairman Richard Koochagian, Vice Chair Jim Sisley, Parliamentarian Dieter Meyer, Teresa Minchew, Tracy Coffing, Paul Reimers, and Edward Kiley

MEMBERS ABSENT: Planning Commission Representative Mary Harper, and Town Council Representative Marty Martinez

STAFF: Preservation Planner Kim K. Del Rance, Deputy Town Attorney Barbara Notar, and Planning & Zoning Assistant Debi Parry

Call to Order and Roll Call

Mr. Koochagian called the meeting to order at 7:02pm, noted attendance and determined that a quorum was present.

Adoption of the Meeting Agenda

Vice Chairman Sisley moved to adopt the meeting agenda as presented; Ms. Minchew seconded the motion, and it passed unanimously 7-0.

Approval of Minutes

Mr. Meyer provided minor edits to the minutes.

Mr. Kiley moved to approve the August 20, 2012 meeting minutes; Ms. Minchew seconded the motion, and it passed 6-0-1 (Ms. Coffing abstaining).

BAR Member Disclosure

Mr. Reimers stated

Mr. Meyer stated he owns property adjacent to 211 North Street NE, subject property for case TLHP-2012-0086.

Mr. Reimers stated he also owns property adjacent to 211 North Street NE.

It was determined that there are more than 3 adjacent property owners and therefore Mr. Meyer and Mr. Reimers would not need to recuse themselves from the case.

Petitioners

There were no petitioners.

Consent Agenda

There were no consent agenda items.

Public Hearings on Deferred and Recessed Cases in the H-1 Overlay District

- a. **THLP-2012-0062, 107 N King St. (B-1/H-1 Overlay District), Applicant: John Voigt, Sign-A-Rama, Project: wall sign for McEnearney Real Estate. Recessed from August 20, 2012.**

Chairman Koochagian noted the public hearing has been closed.

Ms. Del Rance stated no new information has been provided since the previous meeting and staff continues to recommend denial.

The applicant, Mr. Voigt, asked for BAR approval of his application.

There was discussion of hand painted or applied letters to identify the business on the narrow frieze on the east side of the porch as found on the Waterford Development building.

Mr. Voigt stated alternatives have already been examined and if there is reason in the guidelines to deny the application, that action should be taken as his client is not interested in alternative options.

Mr. Meyer stated the position of the applicant is unfortunate given the BAR has a track record of trying to work with applicants to gain approval and rarely denies applications.

Ms. Minchew offered a motion to deny TLHP-2012-0062 subject to the materials submitted by Sign-A-Rama on August 7, 2012 and based on the findings that: the guidelines state the proposed wall sign "may not be placed higher than the top of the door", the architectural features do allow for a projecting bracket sign which is appropriate and could be administratively approved. The motion was seconded by Mr. Reimers and passed 7-0.

b. THLP-2012-0072, 109 Liberty St. NW (B-1/H-1 Overlay District), Applicant: Drew Lauten, Project: Replace 17 windows and two (2) doors to match existing. Recessed from August 20, 2012.

Chairman Koochagian noted the public hearing has been closed.

Ms. Del Rance stated a window survey was provided by the applicant after the staff report was written and therefore staff has no recommendation at this time.

Drew Lauten stated the owner would like to have the windows replaced due to the safety issue and cost of restoration. He stated the current windows are preventing the owners from using portions of the house due to lead concerns with their small children.

There was discussion as to whether the issue of the family's exposure to lead could be considered by the BAR and whether the Town could be found negligent by requiring the windows be kept.

Ms. Notar stated the issue of exposure to lead paint could be taken as a factor into consideration. She stated the family was likely required to sign a form when they purchased the house indicating their knowledge of the lead paint and therefore the Town could not be found negligent.

After further discussion, the Board concurred that more time was needed to review the window survey report. Additionally, the Board asked the applicant to consider a compromise to repair the existing windows on the east (front) façade and potentially the gable windows on either side as part of the original building while replacing the balance of the windows.

The owner, Sam Carlson, stated they would like to maintain the historic character of the house and would be open to a compromise. He asked the BAR to consider the front of the home will be used as his daughter's bedroom and the ability for her to exit through a window in the case of fire is a concern.

Mr. Kiley moved to recess BAR case TLHP-2012-0072 until October 1, 2012. The motion was seconded by Vice Chairman Sisley and passed 7-0.

- c. **THLP-2012-0075, 208 Cornwall St. NW (B-1/H-1 Overlay District), Applicant: David L. Stern and Bronwyn Duffy, Project: Replace porch floor with stone. Recessed from August 20, 2012.**

Chairman Koochagian noted the public hearing has been closed.

Ms. Del Rance stated due to an extremely low foundation height, 208 Cornwall St. NW suffers from unique water drainage issues that make replacement of the original porch floor impractical to match the original in materials, dimensions, texture and design therefore using flagstone as a floor for this porch floor would not create a different historic appearance; therefore, staff recommends approval.

The applicant, Ms. Duffy, provided photographs of other wood frame structures with flagstone porches in the historic district.

There was BAR discussion regarding the cut, size and shape of the stones as well as the treatment for the small portion of concrete that will be visible on the front of the porch.

Chairman Koochagian pointed out other drainage issues regarding placement of downspouts around the structure.

Ms. Minchew offered a motion to approve BAR case TLHP-2012-0075 based on the findings that: (1) the property at 208 Cornwall St NW is a contributing resource in the Old and Historic District, (2) the current floor is severely deteriorated (3) repair is impractical due to the unique water drainage and low level issues (4) the structure is at ground level, and (5) the flagstone as proposed is not detrimental to the historic integrity of the building; subject to the elevations, plans and materials submitted July 16, 2012 and further subject to the clarification that (1) the stone is approximately one and one-half inches thick (1-1/2"), (2) the exposed concrete will be parged and the size of the stones and grout color are submitted to staff for approval. The motion was seconded by Vice Chairman Sisley and passed 7-0.

Public Hearings on Deferred and Recessed Cases in the H-2 Overlay District

- a. **THLP-2012-0056, 540 E Market Street (B-2/H-2 Overlay District), Applicant: Gary Fennel, Plamondon Enterprises, Project: exterior alternations to Roy Rogers**

Chairman Koochagian noted the public hearing has been closed.

Ms. Del Rance stated the applicant has requested more time; however, he did not respond to her request for a specific date.

Mr. Kiley moved to continue BAR case TLHP-2012-0056 to the October 15, 2012 BAR meeting at the applicant's request. The motion was seconded by Vice Chairman Sisley and passed 7-0.

Public Hearings on New Cases in the H-1 Overlay District

- a. **THLP-2012-0082, 201 & 203 Loudoun St SW (B-1/H-1 Overlay District), Applicant: Janine Hussey, J9 Properties, LLC, Project: replace front deck, railings and stairs**

Chairman Koochagian opened the public hearing at 8:25 pm

Ms. Del Rance stated the request is to replace the front deck, railings and stairs at 201 & 203 Loudoun St. SW. The original structure at 201 Loudoun Street, circa 1800, is a contributing structure in the Old and Historic District; however, the edition at 203 Loudoun Street was constructed in 1990 and is not historic. The applicant requests to replace the wood deck, railing and stairs with something that will require less maintenance and be less expensive than the existing custom cut railings.

According to the guidelines, repair of the original wood railing at 201 between the structure and the columns is appropriate; although extra supports may be required. The portion of the railing between the column and the street is not historic, but must be compatible with the original, historic railing. The proposed railing pattern to be used is appropriate and the applicant will provide a sample of the material for the front railings so the BAR may decide whether it is appropriate.

The applicant, Ms. Hussey, stated the existing railings do not meet current building code standards; further, there is a 13 foot drop to the right of the historic railing at 201 Loudoun Street and she is concerned for the safety of children who use this location as a bus stop. She stated she plans to use wood for the railing replacement on the historic structure and an identical pattern in PVC for the non-historic structure.

Ms. Minchew verified the existing railing at 201 Loudoun Street is believed to be the original railing.

There was discussion of various options to mitigate the safety concerns associated with the 13 foot drop between the structures while repairing the historic railing versus replacement.

Chairman Koochagian expressed the need for details regarding the materials for the hand railings and posts.

There were no petitioners and the public hearing was closed at 8:48 pm.

There was further discussion regarding the addition of a cross bar either below or above the historic railing to increase the height and improve safety.

Based on the need for additional information regarding the railing system, a design to address concerns with the historic railing and a painted PVC sample, Mr. Kiley moved to recess BAR case TLHP-2012-0082 to the October 1, 2012 work session. The motion was seconded by Ms. Coffing and passed 7-0.

b. THLP-2012-0083, 5 Loudoun St SW (B-1/H-1 Overlay District), Applicant: Ken Ivey, Updegrave, Combs & McDaniel, PLC, Project: add two windows to match existing on side elevation

Chairman Koochagian opened the public hearing at 9:03pm.

Ms. Del Rance stated the applicant is requesting to add two windows to match existing six-over-six on the rear, east side elevation. She stated the 1975 survey lists this building as the "first modern building" designed as a supermarket and is considered contributing to the Old and Historic District. Staff recommends approval subject to the condition that the windows be precise simulated divided light with the configuration of six-over-six.

The applicant, Ken Ivey, expressed concern that staff's recommendation of precise simulated divided light windows will not match the existing windows with snap in muntins.

There was discussion regarding apparent renovations to the building since the 1975 survey; although there is no official record of renovations with the Town.

Mr. Reimers expressed concern with the rhythm of the window placement and verified the placement is driven by where the offices are located in the building as well as the location of a column.

There were no petitioners and the public hearing closed at 9:14pm.

There was further discussion regarding the existing windows and whether simulated divided light windows should be required in this case given they would not match the existing windows and there is no evidence of the building ever having them.

Mr. Koochagian verified the masonry around the window will be identical as the existing bricks that are removed for the window will be used.

Ms. Minchew moved that TLHP-2012-0083 be approved pursuant to the application submitted on August 17, 2012 and subject to the clarification that the new windows on the east side will be one-over-one and that the existing windows on the east side will have their snap in muntins removed. The motion was seconded by Mr. Meyer and passed 7-0.

c. THLP-2012-0086, 211 North St NE (B-1/H-1 Overlay District), Applicant: William Cook, Project: to add a removable 8'X15' shed in rear yard

Mr. Reimers recused himself based on his property being adjacent to 211 North Street and based on the fact that he recused himself from a similar application for another adjacent parcel.

The applicant was not present.

There was further discussion of whether the case should be deferred or recessed.

Mr. Kiley moved to defer TLHP-2012-0086 to the October 15, 2012 BAR meeting with staff to follow up with further notification to applicant and any necessary reposting. The motion was seconded by Vice Chairman Sisley and approved 6-0-1, Reimers abstaining.

Public Hearings on New Cases in the H-2 Overlay District

a. THLP-2012-0081, 235 Fort Evans Rd NE (B-3/H-2 Overlay District), Applicant: Donna Brown, Interplan, Project: exterior alterations to TGI Friday's including awnings

Chairman Koochagian opened the public hearing at 9:22pm

Ms. Del Rance outlined the location of the property at the intersection of Fort Evans Road NE and the Route 7/15 Bypass. She stated the applicant requests to make exterior alterations to the building using textured Nichiha panels which are colored with gradations and attempt to look like wood. She stated the paint colors and awing configuration do meet the H-2 guidelines and staff recommends approval pending the Board's decision on the textured Nichia panels versus a smooth finish.

The applicant, Donna Brown, pointed out that the existing awnings span two windows; however, the proposed awnings will cover each window separately and appear to meet the guidelines.

Ms. Minchew asked staff to look into whether the existing awnings with the striped pattern are as previously approved.

Vice Chairman Sisley verified the side elevations will have a similar treatment with the materials, colors and awnings as the front elevation.

There were no petitioners and the public hearing closed at 9:36 pm.

There was further discussion of the textured Nichiha panels and how they would be viewed from the street as well as the material for the awnings.

Ms. Brown stated she was told that the proposed material matches the existing material on the awnings.

Ms. Minchew verified the sign will be approved administratively.

Vice Chairman Sisley read the following from the H-2 guidelines “The design of the awnings and the selection of fabric should compliment the character of the building. Elaborately detailed buildings should have awnings that are fairly restrained in appearance while a striped or patterned awning fabric may add interest or detail to plainer building façades. When awnings are used on the exterior of they building they should be roughly the same width as the windows or door openings that they are shading rather than extending across the entire front of the building. If several storefronts within the façade of a larger building have awnings, the awnings should be compatible – though not necessarily identical – in design. Such awnings should be of the same style and proportion, and may employ different but harmonious colors and patterns.”

Mr. Meyer moved that TLHP-2012-0081 be approved subject to the application submitted on August 23, 2012 subject to the findings that: material samples brought to the meeting determined the Nichiha “bark” siding appears authentic and not insubstantial, the paint color scheme is appropriate, and the replacement awnings are appropriate. The motion was seconded by Vice Chairman Sisley and passed 7-0.

- b. **THLP-2012-0084, 325 E Market St (B-2/H-2 Overlay District), Applicant: Robert Montgomery, Montgomery Shading & Awnings, Project: add awning with signage to service door on side of Brown’s Hyundai**

Chairman Koochagian opened the public hearing at 9:46pm.

Ms. Del Rance stated this building was constructed in 1944 and has not changed uses since its construction. She stated the applicant requests to add an awning over the service entry door on the side, which is not visible from the street. She stated the business currently has two permitted signs, so the lettering on the awning would need to be directional in nature such as “service” or “service entrance”. She stated staff recommends approval based on the facts that only exempt signage is allowed beyond the two permitted signs and the material and color be either the Sunbrella (fire resist) or Natura samples in the medium blue color.

The applicant, Robert Montgomery, stated the owner would be happy with the “service entrance” lettering and either fabric selection.

There were no petitioners and the public hearing was closed at 9:50 pm.

Vice Chairman Sisley moved to approve TLHP-2012-0084 subject to the application submitted on August 21, 2012 and based on the findings that: only exempt signage is allowed beyond the existing two signs permitted, and awning material samples provided with the application show the sample from both Sunbrella (fire resist) and Natura in the medium blue colors to be appropriate in color and fabric texture and the conditions that: The awning signage cannot have the name of the business, only directional signage such as “service”, “service department” or “service entrance”, and the color and materials approved are either Sunbrella Fire resist in medium blue provided or Natura medium blue provided. The motion was seconded by Ms. Coffing and passed 7-0.

Administrative Agenda

Administrative Approvals of COAs (For Information Only)

- a. **TLHP-2012-0069 Village at Leesburg, Building Q**
- b. **TLHP-2012-0079 Village at Leesburg “Burger Fi”**
- c. **TLHP-2012-0087 TGI Fridays Signage**
- d. **TLHP-2012-0088 Same Roof Replacement**

Old Business:

None

New Business:

Ms. Minchew stated previously when an application came forward with elements that could be administratively reviewed; the BAR was still given the opportunity to review the project as a whole. She stated sometimes when items such as the TGI Fridays sign are pulled for administrative review, we lose the picture of what the overall design for the project is. She stated this would be an appropriate topic for a retreat discussion at a future time.

Mr. Meyer stated he too has similar issues and a retreat discussion would be beneficial.

Ms. Minchew reminded the Board members of the upcoming Preservation Virginia conference to be held in Leesburg.

Adjournment: On a motion by Mr. Kiley, seconded by Vice Chairman Sisley, The meeting adjourned at 10:01pm.

NEXT REGULAR BUSINESS MEETING:

Monday, October 15, 2012 at 7pm
25 West Market Street
Leesburg, Virginia

Richard Koochagian, Chair

Kim K. Del Rance, Preservation Planner