



LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, August 5, 2021 at 4:30 P.M.
First Floor Meeting Room (Community Meeting Room), Lexington City Hall
300 E. Washington Street, Lexington, VA

AGENDA

- 1. CALL TO ORDER
- 2. APPROVAL OF AGENDA
- 3. APPROVAL OF MINUTES:
 - A. July 15, 2021 Minutes*
- 4. NEW BUSINESS:
 - A. COA 2021-23: an application by Stacy M. Stevens for a Certificate of Appropriateness for a new wall sign for 11 E. Nelson Street, Tax Map #23-1-182, owned by Rockbridge Lodge #58 I.O.O.F.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
 - B. COA 2021-24: an application by Judith B. Cain for a Certificate of Appropriateness for a new projecting sign for Bistro on Main at 8 N. Main Street, Tax Map # 16-1-53, owned by Eight North Main, LLC.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
- 5. OTHER BUSINESS
- 6. ADJOURN

*indicates attachment

Lexington Architectural Review Board
Thursday, July 15, 2021 – 4:30 p.m.
First Floor – Community Meeting Room
Lexington City Hall
MINUTES

Architectural Review Board:

Present: C. Alexander, Chair
 R. LeBlanc, Vice-Chair
 J. Goyette
 B. Crawford, Alternate B

City Staff:

Kate Beard, Administrative Assistant

Absent: E. Teaff
 A. Bartenstein
 C. Honsinger, Alternate A

CALL TO ORDER:

C. Alexander called the meeting to order at 4:30 p.m.

AGENDA:

The Agenda was approved unanimously. (R. LeBlanc/J. Goyette)

MINUTES:

Meeting minutes from July 1, 2021 were approved unanimously. (R. LeBlanc/C. Alexander)

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:

None.

NEW BUSINESS:

A. COA 2021-22: an application by Elizabeth M. Browning for a Certificate of Appropriateness for a new projecting sign for The Interior Castle at 6 S. Randolph Street, Tax Map # 23-12-7A, owned by Russell Harlow.

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign at 6 South Randolph Street. The proposed projecting sign is a 30 inch diameter circle with Rich Brown (PMS P 39-16 C) lettering and graphic on a Cream (PMS P 7-1 C) background. It is to be made of Komacel (outdoor PVC) with laminated print and will be hung from the existing bracket. The proposal meets zoning requirements.
- 2) Applicant Statement – Elizabeth Browning, 6 S. Randolph Street, was present to answer the Board's questions. K. Beard answered C. Alexander's question about the proposed sign's location on the building. In response to a question from B. Crawford, Ms. Browning gave the name of the sign's designer and explained the provenance of the design.
- 3) Public Comment – None

- 4) Board Discussion & Decision - **R. LeBlanc moved to approve the application as presented. J. Goyette seconded and the motion passed unanimously. (4/0).**

OTHER BUSINESS:

None.

ADJOURN:

The meeting adjourned unanimously (C. Alexander/R. LeBlanc) at 4:35 p.m.

C. Alexander, Chair, Architectural Review Board

Project Name	New Wall Sign for 11 E. Nelson Street
Property Location	11 E. Nelson Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Rockbridge Lodge #58 I.O.O.F./Stacy M. Stevens

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a new wall sign at 11 East Nelson Street.

11 E. Nelson Street existing conditions



The proposed wall sign will be a 0.67 square foot (12 inches wide and 8 inches high) mounted bronze dedication plaque. It will have a single beveled edge and will be dark oxide in color. The text lettering will be in 24 pt. – 72 pt. Times New Roman font. An image of a similarly designed wall sign is included in the application, as is the text to be applied to the sign.

The proposed wall sign would be in addition to two existing projecting signs currently displayed on the building for Blue Ridge Taps and Odd Fellows. The dimensions of the existing signs are: 6 sq. ft. (3 feet wide and 2 feet high) for Blue Ridge Taps, and 7.5 sq. ft. (3 feet wide and 2.5 feet high) for Odd Fellows.

ARB Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the city's design guidelines.

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-8.1, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

Staff Recommendation

Staff finds the proposed improvements meet the zoning criteria.



www.lexingtonva.gov

Planning & Development Department
P.O. Box 922
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

SIGN PERMIT APPLICATION

Applicant¹

Name: Stacy M. Stevens Phone: 540-817-1927
Company: Rockbridge Lodge #58 I.O.O.F. Fax: N/A
Address: 150 Anderson Farm Road, Rockbr Baths, VA 24473 Email: sstevens@bankofbotetourt.com
Applicant's Signature: _____ Date: _____

Property Owner

Name: Rockbridge Lodge #58 I.O.O.F. Phone: 540-817-1927
Address: 11 E. Nelson Street, Lex. Va 24450 Email: sstevens@bankofbotetourt.com
Owner's Signature: _____ Date: _____

Sign Contractor

Name: N/A - Self-sourced and Self-Installed Phone: _____
Company: _____ Fax: _____
Address: _____ Email: _____

Proposal Information²

Address (or location description): 11 E. Nelson, front of bldg, on left (facing), standard height (54")
Tax Map: Tax Map# 23 1 182 Deed Book and Page #: _____
Acreage: .075 Zoning (attach any existing conditions or proffers): _____
Property Doing Business As: N/A

Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
- None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.
2. Any application deemed incomplete by staff will not be accepted.

*Fees Non Refundable





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Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	Building Dedication/Naming Plaque	.67	12"	8" *
Sign 2				
Sign 3				

Street Frontage (width) of business space in feet 22' (2nd Floor)

Street Frontage (width) of building in feet 22'

Are other signs currently displayed on the same building? Yes No

If "Yes", please provide the size of each existing building sign that is to remain.

Width 3' Height 2' (Protruding sign #1 - BRT)

Width 3' Height 2.5' (Protruding sign #2 - I.O.O.F.)

If a projecting sign, clearance from sidewalk: _____ feet

What materials will be used? Bronze w/single beveled edge

Will the sign be illuminated? Yes No

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign 8"x12" *
- Lettering style and size Times New Roman, 24pt - 72pt
- How colors will be used Dark oxide
- Photo showing building and adjoining structures
- Exact wording layout of sign See attached. *
- Paint samples
- Style of bracket, stand, and/or awning Blind Stud Mount *



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THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$50 Amount Paid: \$50⁰⁰ Case Number: HD COA - 2021 - 23

Date Received: 7-13-21 Received By: [Signature]

Staff Review (non-Entrance Corridor or Historic District signs)

Approved

Denied

Comments: _____

Planning and Development Director

Date

Action by Planning Commission (Entrance Corridor Signs)

Approved

Denied

Comments: _____

Chairperson, Planning Commission

Date

Action by Architectural Review Board (Historic District Signs)

Approved

Denied

Comments: _____

Chairperson, Architectural Review Board

Date

Dedicated to
John N. Novinson

Upon his retirement, after 33 years of
service with the Village of Northbrook.

In recognition for his
pioneering environmental work
and 18 years as Village Manager.

May 2, 2008

The Conner Building

Dedicated to A. Harold Conner

In honor of his 62 years of service to the Odd Fellows.

Were it not for his effort, talent and commitment,
applied selflessly for the benefit of the Brothers
and Sisters of this Lodge and our community, this
building would not stand or function so well.

Month Day, 2021

Project Name	New projecting sign for Bistro on Main
Property Location	8 North Main Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Eight North Main, LLC/Judith B. Cain

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a replacement projecting sign for Bistro on Main at 8 North Main Street. The proposal is to replace the existing projecting sign with a new double-sided, expanded PVC sign with laminated digital decals applied to both sides and painted/sealed edges. The sign will be 11.5 square feet (4.5 feet wide and 2.55 feet high) and will hang from the existing sign bracket. The sign will be illuminated in the same manner as the existing sign. Images of the proposed new sign and other existing signage are included in the attached application.

ARB Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the city's design guidelines.

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-8.1, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

Staff Recommendation

Staff finds the proposed improvements meet the zoning criteria.



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SIGN PERMIT APPLICATION

Applicant¹

Name: JUDITH B. CAIN Phone: 540-464-4888
 Company: BISTRO ON MAIN Fax: 540-463-5211
 Address: 8 N MAIN ST Email: bistro540@gmail.com
 Applicant's Signature: [Signature] Date: 8-10-2021

Property Owner

Name: EIGHT NORTH MAIN, LLC Phone: 540-458-1694
 Address: 3735 FRANKLIN RD SW #181 ROANOKE VA 24014-2260 Email: eightnorthmain@gmail.com
 Owner's Signature: [Signature] MANAGER EIGHT NORTH MAIN, LLC Date: 7/10/2021

Sign Contractor

Name: _____ Phone: _____
 Company: _____ Fax: _____
 Address: _____ Email: _____

Proposal Information²

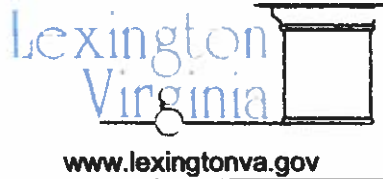
Address (or location description): _____
 Tax Map: _____ Deed Book and Page #: _____
 Acreage: _____ Zoning (attach any existing conditions or proffers): _____
 Property Doing Business As: _____

Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
- None (requires Planning and Development Department review and approval only)

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¹Fees Non Refundable



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SIGN PERMIT APPLICATION

Applicant¹

Name: _____ Phone: _____

Company: _____ Fax: _____

Address: _____ Email: _____

Applicant's Signature: _____ Date: _____

Property Owner

Name: _____ Phone: _____

Address: _____ Email: _____

Owner's Signature: _____ Date: _____

Sign Contractor

Name: Donelle DeWitt Phone: 540.460.2045

Company: DDGA&I Fax: _____

Address: 94 Little House Ln., lex Email: donelle888@mac.com

Proposal Information²

Address (or location description): 8 N. Main

Tax Map: _____ Deed Book and Page #: _____

Acreage: _____ Zoning (attach any existing conditions or proffers): _____

Property Doing Business As: _____

Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
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Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	<u>Projecting</u>	<u>11.5^{sq}</u>	<u>54"</u>	<u>30.6"</u>
Sign 2	_____	_____	_____	_____
Sign 3	_____	_____	_____	_____

Street Frontage (width) of business space in feet 38.5'

Street Frontage (width) of building in feet 38.5'

Are other signs currently displayed on the same building? Yes No

If "Yes", please provide the size of each existing building sign that is to remain.

Width 7.4' Height 2.3'
 Width 19.6" Height 4.8"

If a projecting sign, clearance from sidewalk: 8'+ feet

What materials will be used? PVC, vinyl, paint/sealant

Will the sign be illuminated? Yes No

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign
- Lettering style and size
- How colors will be used
- Photo showing building and adjoining structures
- Exact wording layout of sign
- Paint samples
- Style of bracket, stand, and/or awning

Bistro on Main

Jackie Lupo

Linear Frontage = 38' 6"

PROJECTING SIGN:

54" x 30.6" (11.5 sq. ft.)
double-sided, expanded PVC,
laminated digital decals applied
both sides. Painted/sealed edges.

EXISTING WINDOW VINYL:

7.4' x 2.3' (17 sq. ft.)

ARMATURE

Existing (pictured)

EXISTING DOOR GLASS VINYL:

19.6" x 4.8" (0.65 sq. ft.)



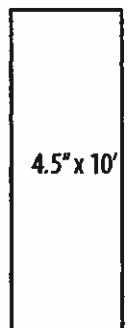
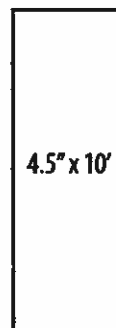
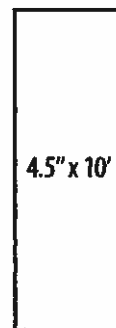
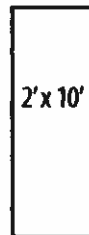
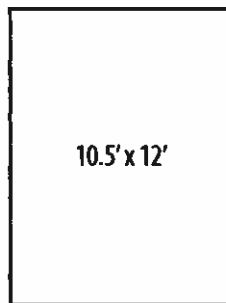
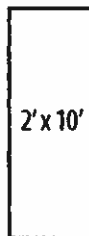
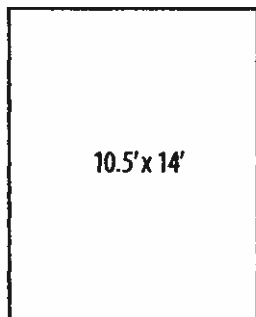
Prepared by



Donelle DeWitt
Graphic Arts &
Illustration, LLC
A Local Professional
Design Studio

Logo Design, Desktop Publishing,
Signs, Banners & more

Cell: 540-460-2045
donelle888@mac.com



Frontage in Glass: 442 sq. ft.