



LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, February 18, 2021 at 4:30 P.M.
Distance Meeting held though ZOOM, Lexington City Hall,
300 E. Washington Street, Lexington, VA

AGENDA

- 1. CALL TO ORDER
 - A. statement of emergency and authority to proceed
- 2. APPROVAL OF AGENDA
- 3. APPROVAL OF MINUTES:
 - A. February 4, 2021 Minutes*
- 4. NEW BUSINESS:
 - A. COA 2021-02: an application by Courtney Cabiness for a Certificate of Appropriateness for improvements and signage for 22 W. Nelson Street, Tax Map # 23-1-89, owned by 22WN 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, February 4, 2021 – 4:30 p.m.
Live Zoom E-meeting
Lexington City Hall
MINUTES

Architectural Review Board:

Present: C. Alexander, Chair
 E. Teaff
 A. Bartenstein
 C. Honsinger, Alternate A
 B. Crawford, Alternate B

City Staff:

Arne Glaeser, Planning Director
 Bonnie Tombarge, Administrative Assistant

Absent: R. LeBlanc, Vice-Chair
 J. Goyette

CALL TO ORDER

A. Glaeser called the meeting to order at 4:30 p.m. He opened with a statement saying that the due to the COVID-19 pandemic, the City is taking measures to limit attendance at public meetings. The Lexington City Council had approved an emergency ordinance allowing for public meetings to be held through real-time, electronic means. The meeting and packet were available on the City’s website, the meeting is broadcasted to the City’s Facebook page and the recording will be posted to Youtube the following day.

AGENDA:

Agenda was approved unanimously (A. Bartenstein/E. Teaff).

MINUTES:

Meeting minutes from January 21, 2021 were approved unanimously (A. Bartenstein/E. Teaff), C. Honsinger abstained from voting as he was not present at the last meeting.

CITIZENS’ COMMENTS ON MATTERS NOT ON THE AGENDA:

None.

NEW BUSINESS:

A. COA 2021-03: an application by Courtney Cabiness for a Certificate of Appropriateness for improvements to 22 W. Nelson Street, Tax Map # 23-1-89, owned by 22 WN LLC.

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness (COA) for exterior painting and for new signage for the Electric Pilates business at 22 West Nelson Street. The improvements proposed consist of repainting the exterior trim on the building in black color. The applicant prefers the Tricorn Black (SW 6258) color and there are three other black color samples submitted with the application for consideration by the ARB. There will be a wall sign above the front door composed of individual stud mounted brass letters with a painted brass lightning bolt. The individual letters will be 1 inch standoffs from the building.

There will be vinyl decals of lightning bolts applied to the windows on both sides of the door, and the door will have a 20 X 16 inch vinyl decal with EST. 2020 Electric Pilates on it. The words appear to be in a brass metallic color and the lightning bolts appear to have three outlines in purple, brass, and pink. Lastly, there will be a translucent white frosted film applied to the lower portions of the front windows for privacy.

- 2) Applicant Statement – Donelle Dewitt – C. Honsinger confirmed with Ms. Dewitt that all the brown areas on the building will be painted over with the black color. This includes the door out of the apartment on the rear of the building and the windows on the side.
- 3) Public Comment – None
- 4) Board Discussion & Decision – **E. Teaff moved to approve the Tricorn Black for the trim colors. B. Crawford seconded and the motion passed unanimously (5/0). C. Honsinger moved to approve the over the door signage as presented. E. Teaff seconded and the motion passed unanimously (5/0).** C. Alexander started the discussion with the observation that the lightning bolts on either side of the door do not match the lightning bolt in the logo. B. Crawford confirmed the signs take up the allowed amount of space on the windows. She also clarified that the privacy film does not count as a sign. A. Glaeser confirmed the allowed space taken up by signs was met, and that the privacy film did not count as a sign. A. Bartenstein confirmed with Ms. DeWitt that the lightning bolts beside the door will be translucent. He suggested asking that the lightning bolts be smaller than the current request. C. Hongsinger asked for clarification on how much leeway the Board has on suggesting changes to the presented signs. A. Glaeser said that he would recommend the board stay away from redesigning the signs, but if there is a strong feeling on the size of the sign, for example, the Board is allowed to make that decision. B. Crawford asked if the sign would be metallic or just look metallic, Ms. DeWitt said it would just look metallic. E. Teaff asked if that meant the color variation shown on the sign would be on the printed vinyl. Ms. DeWitt said that would be the case as it helps with the metallic look. **E. Teaff moved to approve the signage on the door, but not the signs on the windows on either side of the door. B. Crawford seconded.** The Board agreed that they did not like the lightning bolt signs for either side of the front door. C. Alexander suggested allowing the applicant to come back with an alternate sign design for the windows. **E. Teaff amended the motion to waive an application fee for a resubmission of designs for the windows. B. Crawford seconded the amended motion.** The motion passed unanimously (5/0). **C. Honsinger moved to approve the privacy film on the windows. E. Teaff seconded and the motion passed unanimously (5/0).**

OTHER BUSINESS:

B. Crawford asked if there were any policies on the use of privacy films on windows, and if not, could the Board put out some guidelines for it. A. Glaeser said there were not policies but this could be put on the ARB agenda. C. Alexander said it would be possible that the Board could have their preferred film for applicants to use, to create some consistency.

ADJOURN:

The meeting adjourned unanimously at 5:05p.m. (A. Bartenstein/C. Alexander).

C. Alexander, Chair Architectural Review Board

Project Name	Electric Pilates Exterior Improvements and Signage
Property Location	22 West Nelson Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Courtney Cabaniss / 22WN LLC

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for exterior painting and for new signage for the Electric Pilates business at 22 West Nelson Street.

22 W. Nelson Street existing conditions



The improvements proposed consist of repainting the exterior trim on the building in black color. The applicant prefers the Tricorn Black (SW 6258) color and there are three other black color samples submitted with the application for consideration by the ARB. There will be a wall sign above the front door composed of individual stud mounted brass letters with a painted brass lightning bolt. The individual letters will be 1 inch standoffs from the building. There will be vinyl decals of lightning bolts applied to the windows on both sides of the door, and the door will have a 20 X 16 inch vinyl decal with EST. 2020 Electric Pilates on it. The words appear to be in a brass metallic color and the lightning bolts appear to have three outlines in purple, brass, and pink. Lastly, there will be a translucent white frosted film applied to the lower portions of the front windows for privacy.

History

During the ARB meeting on February 4, 2021 the ARB approved all items with the exception of the two window graphic lightning bolts located on either side of the entry door. The applicant considered comments by the ARB and modified the two lightning bolts to match the bolt contained in the wall sign directly above the entry door. The modified window graphic lightning bolts are now proposed to be the same color and shape as the bolt contained in the wall sign. The modified graphics are provided on pages 10 and 11 of the attached HD COA 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 420-151, 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 Comment

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

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

Applicant¹

Name: Courtney Cabaniss Phone: 843 214 4125

Company: Electric Pilates Fax: _____

Address: 22 W. Nelson, Lex Email: _____

Applicant's Signature: Courtney May Cabaniss Date: 1.14.21

Property Owner

Name: 22WN LLC Phone: (540) 464-4832

Address: 195 Walker St.; Lexington Email: stearns-michael@yahoo.com

Owner's Signature: Michael Stearns Date: 1/14/21

Architect/Designer

Name: Donelle DeWitt Phone: 540 460 2045

Company: DDGA&I, LLC Fax: _____

Address: 94 Little House Ln., Lex VA Email: donelle877@mac.com

Administration

Application is hereby made to the Lexington Architectural Review Board for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Historic District in accordance with Chapter 28, Article XVII and Article XVIII of the Lexington City Code.

This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.

*Fees Non Refundable



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Proposal Information² (attach list of properties if request includes multiple properties)

Address (or location description): 22 W. Nelson St

Tax Map: 23-1-89 Deed Book and Page #: 13

Acreage: 0.063 Zoning (attach any existing conditions or proffers): C-1

Property Doing Business As: Electric Pilates

Historical Name of Building: _____

Approximate Age of Building: _____ Applicant seeking Federal Tax Credit: Yes No

2. Any application deemed incomplete by staff will not be accepted.

Alteration Description (complete a City Sign Permit Application for sign alterations)

I. Please check action(s) for which this COA is requested:

- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, alternation, repair, or construction of amenities such as fences or walls
- Demolition of part or all of an existing building
- Moving a building (complete Part III)
- Construction of a new building (complete Part III)
- Construction of any addition to an existing building (complete Part III)

II. For ALL projects, please attach the following:

- Photographs or drawings from the site showing adjoining structures, streets, and sidewalks
- Scale drawings of the improvements
- Detailed drawings of significant decorative or architectural elements
- Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties
- Samples of exterior materials and paint colors to be used

III. For NEW CONSTRUCTION, please provide the above attachments in addition to the following:

- Dimensions, orientation, and acreage of each lot or plot to be built upon
- Layout of the project and its relation to surrounding structures
- Location of points of entry and exit for motor vehicles and internal vehicular circulation pattern and parking facilities
- The size, shape, and location of existing and proposed construction on the parcel
- Location of walls, fences, and railings, and the indication of their height and the materials of their construction



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THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$100 – Sign Permit Application Fee: \$50 Amount Paid: \$100

Case Number: ARB-COA-2021-03

Date Received: 1-19-2021 Received By: A. Glaeser

Staff Review

- Applicant's project would meet all district requirements.
- Applicant fails to meet the district requirements.

Comments: _____

Planning and Development Director Date

Action by Architectural Review Board

- Approved
- Denied

Comments: _____

Chairperson, Architectural Review Board Date



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Phone: (540) 462-3704 Fax: (540) 463-5310

SIGN PERMIT APPLICATION

Applicant¹

Name: Courtney Caberiss Phone: 843 214 4125

Company: Electric Pilates Fax: _____

Address: 22 W. Nelson, Lex Email: _____

Applicant's Signature: Courtney May Caberiss Date: 1.14.21

Property Owner

Name: 22WN LLC Phone: (540) 464-4832

Address: 195 WALKER ST, LEXINGTON Email: stearns-michael@yahoo.com

Owner's Signature: Michael Stearns Date: 1/14/21

Sign Contractor

Name: Donelle DeWitt Phone: 540 460 2045

Company: DD&A&I, LLC Fax: _____

Address: 94 Little House Ln., Lex, VA Email: donelle288@mac.com

Proposal Information²

Address (or location description): 22 W Nelson St

Tax Map: 23-1-89 Deed Book and Page #: 13

Acreage: 0.063 Zoning (attach any existing conditions or proffers): C-1

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)

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

Table with 4 columns: Sign Type, Square Feet, Width, Height. Rows for Sign 1, Sign 2, Sign 3.

Street Frontage (width) of business space in feet 24.8'

Street Frontage (width) of building in feet 24.8'

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

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

Width _____ Height _____

Width _____ Height _____

If a projecting sign, clearance from sidewalk: 8 feet

What materials will be used? _____

Will the sign be illuminated? [] Yes [x] 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



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THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$50 Amount Paid: Case Number: HQ CA 2021-03

Date Received: 6-19-2021 Received By: A. Glasser

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:

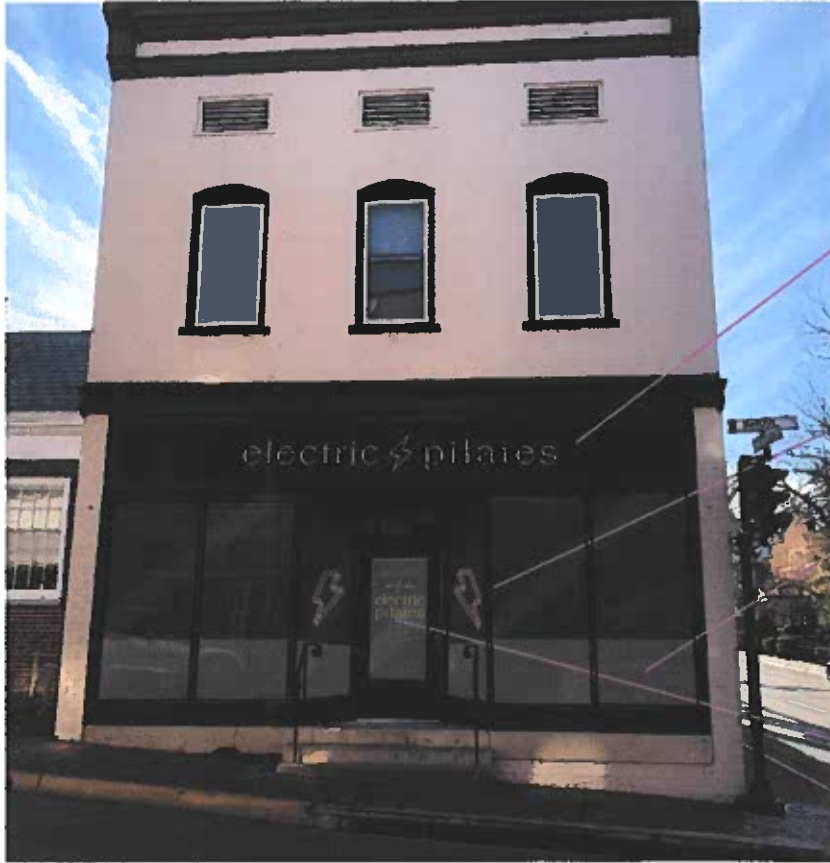
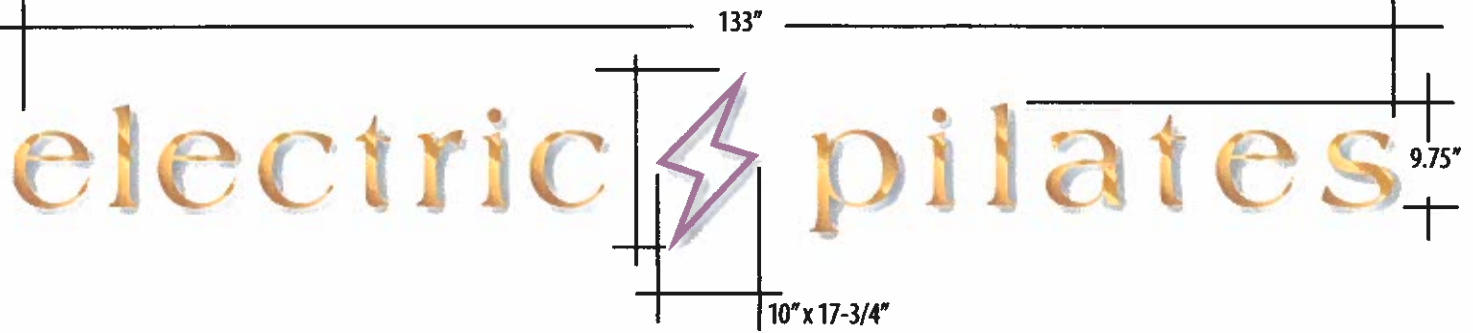
Chairperson, Planning Commission Date

Action by Architectural Review Board (Historic District Signs)

- Approved
Denied

Comments:

Chairperson, Architectural Review Board Date



Electric Pilates

Courtney Cabaniss

Linear Frontage = 24' - 10"

133" x 9.75" (9 sq. ft.)
individual stud mounted brass letters
with painted brass lightning bolt,
1" standoffs from building surface

Window Graphics: vinyl applied to
glass exterior. 11" x 20" (x 2)

Frosted film: translucent white for
privacy applied to glass interior



EST.  2020

electric pilates

Door Graphic
20" x 16"
vinyl applied to glass
exterior

Both levels

Main Level trim paint: currently brown
will be Charcoal Grey :

SW 6258
Tricorn Black

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



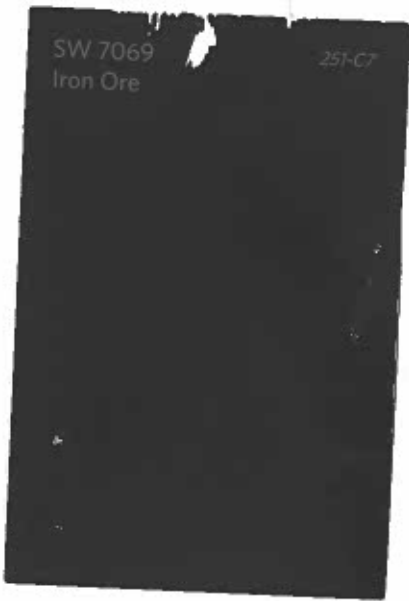
Window Graphics: vinyl applied to tinted glass exterior.

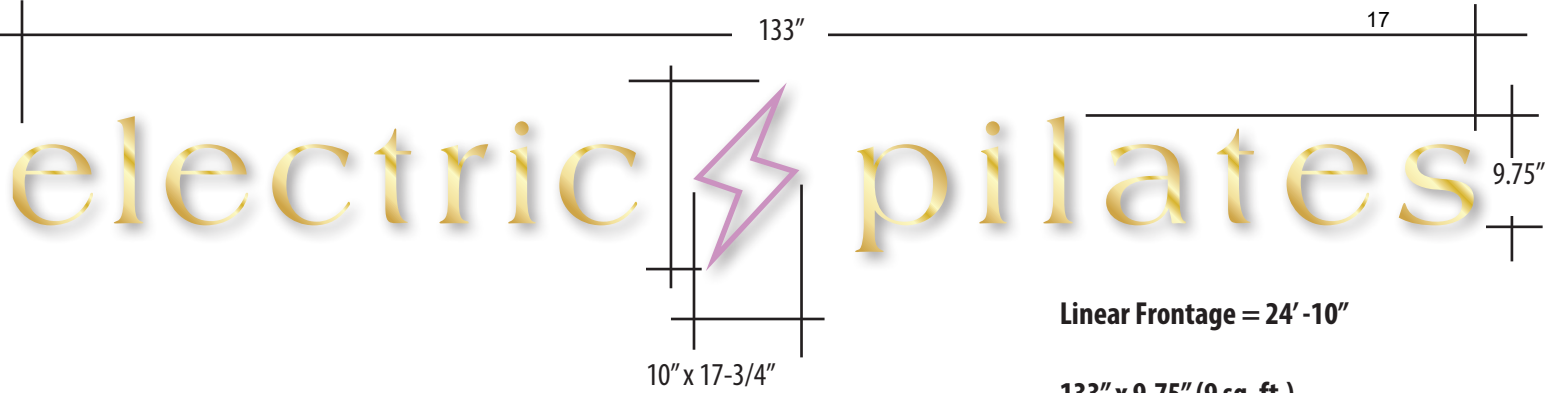
EST.



2020

electric pilates





Electric Pilates

Courtney Cabaniss

Linear Frontage = 24' -10"

133" x 9.75" (9 sq. ft.)

individual stud mounted brass letters with painted brass lightning bolt, 1" standoffs from building surface

Window Graphics: pink vinyl applied to glass exterior 9" x 16" (x 2)

Frosted film: translucent white for privacy applied to glass interior

EST.  2020

electric  pilates

Door Graphic

20" x 16"
vinyl applied to glass exterior

Prepared by

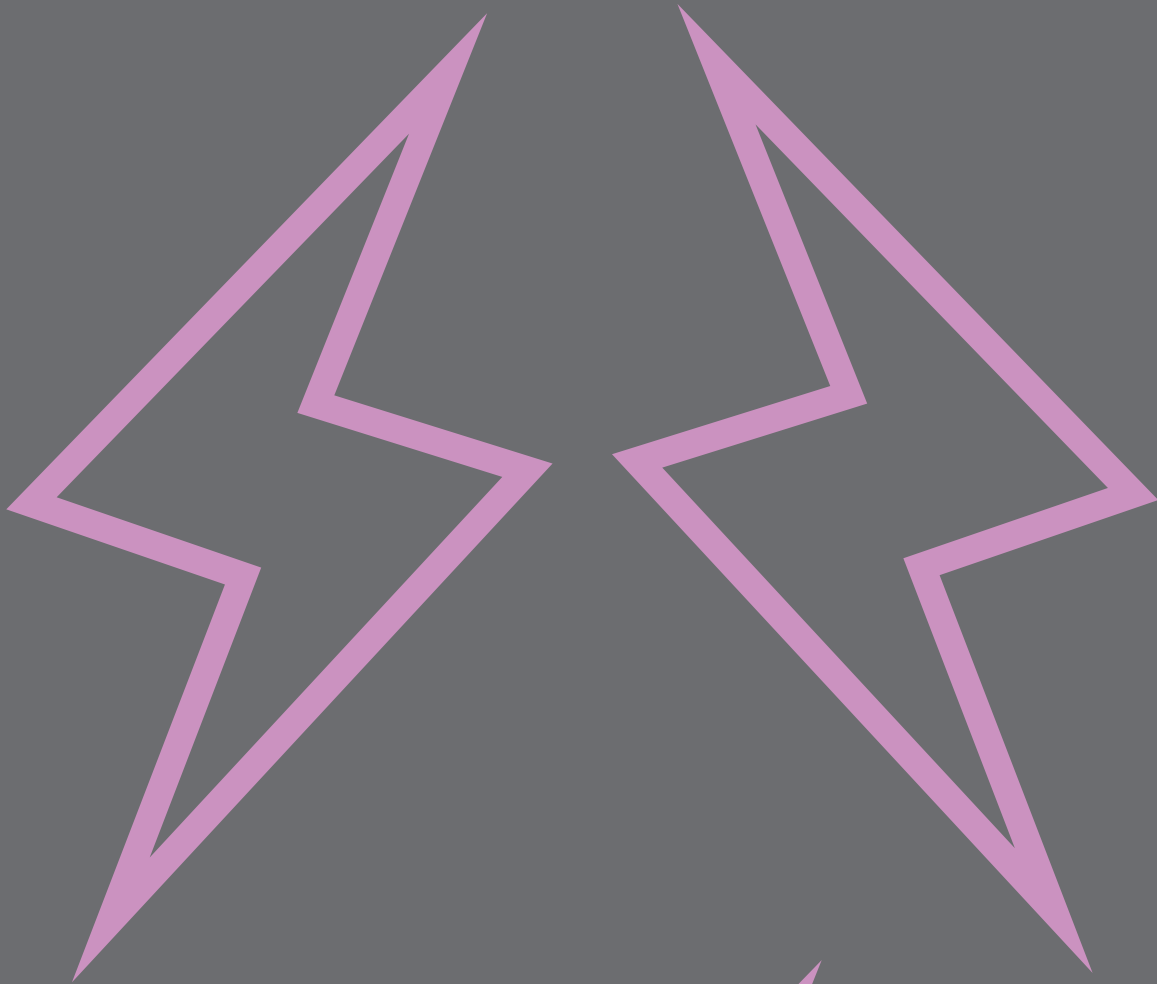


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*Logo Design, Desktop Publishing,
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Window Graphics: vinyl applied to tinted glass exterior.

EST.



2020

electric pilates