



## LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, June 2, 2022 at 5:00 P.M.  
 Second Floor Conference Room, Lexington City Hall  
 300 E. Washington Street, Lexington, VA

### AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES:
  - A. May 19, 2022 Minutes\*
4. NEW BUSINESS:
  - A. **COA 2022-08: an application by David Amory, NB+C agent for T-Mobile for a Certificate of Appropriateness to install four new Ericsson AIR6419\_B41 antennas on the roof at 30 South Main Street, Tax Map # 23-1-188, owned by Ugo Benicasa.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. **COA 2022-09: an application by Taylor Woody, Jr. for a Certificate of Appropriateness for new signage, painting and exterior improvements at 20 E. Preston Street, Tax Map #23-1-166, owned by the applicant.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - C. **COA 2022-10: an application by Mary Beth Harris for a Certificate of Appropriateness for new signage for the Focus Fitness Lab business at 7 West McDowell Street, Tax Map #23-1-131, owned by the Stony LLC.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision

**D. COA 2022-11: an application by Chastity Berkstresser for a Certificate of Appropriateness for a new projecting sign for the LexingTan VA business at 104 South Jefferson Street, Tax Map #23-1-89, owned by 22 WN 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, May 19, 2022 – 5:00 p.m.**  
**Second Floor Conference Room**  
**Lexington City Hall**  
**MINUTES**

**Architectural Review Board:**

Present: C. Alexander, Chair  
A. Bartenstein  
J. Goyette  
E. Teaff

**City Staff:**

Arne Glaeser, Planning Director  
Kate Beard, Administrative. Assistant

Not Present: R. LeBlanc, Vice-Chair  
B. Crawford, Alternate B  
C. Honsinger, Alternate A

**CALL TO ORDER:**

Chair Alexander called the meeting to order at 5:02 p.m.

**AGENDA:**

The Agenda was unanimously approved as presented. (J. Goyette / A. Bartenstein)

**MINUTES:**

C. Alexander requested the minutes from April 21, 2022 concerning application HD COA 2022-07 be amended to clarify that the Board's discussion of the color choice for the Jefferson Street façade was only for the small, non-brick portion under the awning. The minutes were unanimously approved as amended. (E. Teaff / A. Bartenstein)

**CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:**

None

**NEW BUSINESS:**

**A. COA 2022-06: an application by H. E. Ravenhorst for a Certificate of Appropriateness for exterior improvements and painting at 14 West Washington Street, Tax Map # 23-1-69, owned by Schuyler H. Clark and Jane Lee Forster.**

- 1) Staff Report – A. Glaeser reported the applicant has put the entire project on hold for the time being and will return at a later date to finalize the paint color for the front of the building, which is the only remaining element to be approved by the ARB. The business tenant of the building told the Board that she had not been aware of the requested improvements and that she wished to comment on their potential impact on her business. Director Glaeser explained she could make her comments when the application next came before the Board. Chair Alexander explained that the approvals made for the building on May 2<sup>nd</sup> were final and could only be re-opened by the applicant.

Chair Alexander opted to move Item B to the end of the agenda as the applicant had not yet arrived.

**B. COA 2022-08: an application by David Amory, NB+C agent for T-Mobile for a Certificate of Appropriateness to install four new Ericsson AIR6419\_B41 antennas on the roof at 30 South Main Street, Tax Map #23-1-188, owned by Ugo Benicasa.**

- 1) Staff Report – A. Glaeser reported the applicant was unable to attend and requested review of the application be moved to the Board’s June 2, 2022 meeting. C. Alexander requested that staff provide the Board with the final approval of the existing T-Mobile arrays. A. Glaeser offered to provide the approval letter, as well as the staff report and minutes from the earlier approval to refresh the Board’s memory of the original approval process. There was some discussion about the original approval process and its outcome, as remembered by Board members and staff. C. Alexander suggested requesting that the applicant bring a material sample to the meeting. A. Glaeser offered to provide photographs of the antennas in different light conditions in the staff report to aid the Board in making a determination about the antennas’ stealth capabilities. C. Alexander asked if the subject application provided an opportunity to address the concerns the Board has with the existing, previously approved antennas and A. Glaeser responded the Board could deny the requested additional antennas but could not address or adjust those previously approved. E. Teaff suggested the Board could inquire about other potential options, and C. Alexander questioned whether the antennas’ placement could be reconsidered, acknowledging the facilities of other providers housed on the building’s roof. A. Glaeser said he would pass on these questions to the applicant. A. Bartenstein asked about the allowable height limit and A. Glaeser replied the antennas fall into a category of features that are exempt from being counted toward height limits. **J. Goyette moved to postpone review of the application to the Board’s meeting on June 2, 2022. A. Bartenstein seconded, and the motion passed unanimously. (4-0)**

**C. COA 2022-09: an application by Taylor Woody, Jr. for a Certificate of Appropriateness for new signage, painting and exterior improvements at 20 E. Preston Street, Tax Map #23-1-166, owned by the applicant.**

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness (COA) for two new exterior door units, a new projecting sign and sign bracket for the Department of Social Services (DSS) at 20 E. Preston Street, and for the exterior painting of the rear portion of the building with Benjamin Moore “Philipsburg Blue” (HC-159) to match the front portion of the building closest to Main Street. The top portion of the building requested to be painted has never been painted while its lower portion has been painted a red “brick” color. The requested door units were requested by DSS for security purposes and have already been installed. The applicant is also requesting a new 20” x 22” x 19mm (3 sq. ft.) projecting sign made of double-sided, expanded PVC with laminated vinyl applied to both sides and sealed edges with the Rockbridge Area Social Services logo in red, gold and black on a white background, to be hung from a new 30” steel, triangle ball sign bracket with a textured, black powdered coat. **C. Alexander moved to approve the sign as presented and E. Teaff provided a second.** A. Glaeser requested the applicant statement and public comment be opened prior to a vote being taken.

- 2) Applicant Statement – Taylor Woody, Jr., applicant and owner of the building, said he would like to make the building uniform, saying he believed the building looked like a “mangy dog” in its current condition. He said Henry Ravenhorst designed the front of the building and he would like to have the back half of the building also present well. C. Alexander asked if he was proposing continuing the shutters or other features from the Main Street side of the building to the rear portion of the building, and Mr. Woody confirmed he was not.
- 3) Public Comment – None
- 4) Board Discussion & Decision – A. Bartenstein requested a view of the Randolph Street face of the building so as to see how it relates to the Rockbridge County Administrative building next to it. While waiting for staff to provide a printout of a Google Earth view of the Randolph Street façade, **the Board unanimously passed the motion to approve the sign. (4-0) J. Goyette moved to approve the installation of the requested security doors. E. Teaff seconded and the motion passed unanimously. (4-0)** The Board viewed the computer image of the Randolph Street side of the building and discussed the color and style of the adjacent County building. C. Alexander said she was typically opposed to painting brick. A. Bartenstein suggested that painting the entire building a uniform color would draw attention to the building’s unusual size. C. Alexander agreed and said the color break suggested two smaller buildings as opposed to one, large, more industrial building. J. Goyette remarked that she liked the idea of the subject building being painted a uniform color, and thought it would look nice. She said she understood the reservations expressed but suggested the Board consider the number of existing painted brick buildings downtown before moving to deny the applicant’s request. **J. Goyette moved to approve the painting of the building as requested by the applicant, and E. Teaff provided the second. Board members Teaff and Alexander were in favor and Board members Bartenstein and Alexander were opposed. (2-2)** J. Goyette pointed out that the building is an office building and should not be expected to resemble the nearby church. Teaff added that the requested color would be more harmonious with the orange color of the adjacent County building on Randolph Street. A. Bartenstein clarified that his concern was that whatever was done to the building should downplay rather than heighten the building’s size. C. Alexander agreed and said that while the requested color was lovely, it was an accent color which would draw attention to the building. She suggested red or cream as more traditional and better able to blend in with the streetscape. J. Goyette noted the color had presumably been approved by the ARB at the time the front of the building was painted approximately 20 years ago, and was uncomfortable denying the request to paint the rest of the building a color that had been approved and prominently featured for so long. C. Alexander said she did not object to the blue portion of the building remaining and clarified that the Board was only considering the request for the back half of the building. A. Bartenstein agreed and said painting the building in sections breaks down its perceived scale. E. Teaff pointed out that the view of the building as one drives south on Main Street is very different than the one photographed to show the entire Preston Street façade. **E. Teaff moved to table the application to the Board’s next regularly scheduled meeting; to request the applicant provide a secondary color**

**choice for the rear portion of the building; and to direct staff to provide photographs of the building from Randolph Street and as it is seen when driving north on Main Street. A. Bartenstein seconded, and the motion passed unanimously. (4-0)**

**D. COA 2022-07: an application by Crystal DeMott for a Certificate of Appropriateness for exterior improvements and new signage for the Lex Nail Bar business located at 31 W. Washington Street, Tax Map # 16-4-9, owned by Shane Gonsalves.**

- 1) Applicant Statement – A. Glaeser read an email from the applicant indicating she was not proposing an alternate color. She suggested both the existing gray and the brick would be too difficult to match and would end up looking unattractive. She was proposing only the black paint.
- 2) Public Comment - None
- 3) Board Discussion & Decision – C. Alexander reminded the Board that the item being considered is the repainting of the small, non-brick portion of the Jefferson Street façade which is under the awning and currently painted yellow. The applicant is requesting painting it black to match the trim which was approved at the last meeting. **E. Teaff moved to approve the black requested by the applicant. C. Alexander seconded and the motion passed unanimously. (4-0)**

**OTHER BUSINESS:**

A. Glaeser reported there will be a meeting on June 2, 2022 with four items on the agenda.

**ADJOURN:**

The meeting adjourned unanimously at 5:53 p.m. (J. Goyette / A. Bartenstein)

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C. Alexander, Chair, Architectural Review Board

<b>Project Name</b>	Gin Hotel Antenna Installation
<b>Property Location</b>	30 South Main Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Robert E. Lee Properties, LLC /David Amory

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### **OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) to install four new Ericsson AIR6419\_B41 antennas on top of the Gin Hotel at 30 South Main Street.

#### *Gin Hotel existing conditions*



The applicant proposes installing 4 new T-Mobile antennas, as well as 4 new 1-1/5” hybrid cables, 8 new 3” sch. 80 mounting pipes, and 4 new standoff mounts to the existing wireless telecommunications facility on the roof of the Gin Hotel. The mounting poles above the roofline would be painted black to match the existing utility pipes. All mounting structures below would be painted to match the brick façade. The applicant also proposes removing 4 existing 2.5” sch. 40 mounting pipes from the existing facility. The attached application provides further detail of the proposal.

*Gin Hotel existing conditions*



**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.

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.

(Also see Section IV. F. Site Appurtenances on page IV-8 of the Historic District Design Guidelines)

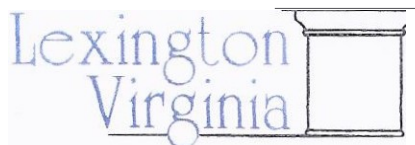
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

#### **Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.

#### **History of Application**

This C.O.A. application was on the agenda for the A.R.B. May 19, 2022 meeting, but the applicant requested it be deferred to the June 2<sup>nd</sup> meeting because he was unable to attend. The application was opened for discussion by the Board and there was discussion about the original approval process for the existing T-Mobile arrays. The Board directed staff to provide the application, discussion minutes and final approval for the original project to aid in the review of the subject request. The Board also requested that staff ask the applicant to produce sample materials. The Board then voted to postpone its review of the application to its June 2, 2022 meeting.



www.lexingtonva.gov

**Planning & Development Department**  
 300 East Washington Street  
 Lexington, Virginia 24450  
 Phone: (540) 462-3704 Fax: (540) 463-5310

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

### Applicant<sup>1</sup>

Name: David Amory, NB+C agent for T-Mobile Phone: 704-517-1980

Company: T-Mobile Northeast LLC Fax: \_\_\_\_\_

Address: 120 Eastshore Drive, Suite 300, Glen Allen, VA 23059 Email: damory@chasevision.com

Applicant's Signature: *David Amory* Date: 4/25/2022

### Property Owner

Name: Robert E. Lee Properties, LLC - Ugo Benincasa Phone: 540-460-0375

Address: 30 South Main Street, Lexington, NC 24450 Email: Lee Taylor (attorney for Ugo)  
lee@spencerand taylor.com

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Architect/Designer

Name: John Wood Phone: 919-610-8489

Company: NB+C Fax: \_\_\_\_\_

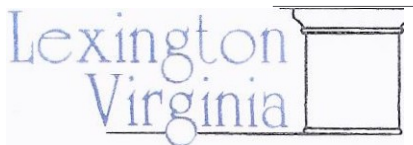
Address: 120 Eastshore Drive, Suite 300, Glen Allen, VA 23059 Email: jwood@nbcllc.com

### 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.*



**Proposal Information<sup>2</sup>** (attach list of properties if request includes multiple properties)

Address (or location description): 30 South Main Street, Lexington, NC 24450

Tax Map: 23 1 188 Deed Book and Page #: \_\_\_\_\_

Acreage: .261 Zoning (attach any existing conditions or proffers): \_\_\_\_\_

Property Doing Business As: Hotel

Historical Name of Building: The Gin Hotel

Approximate Age of Building: 1926 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:

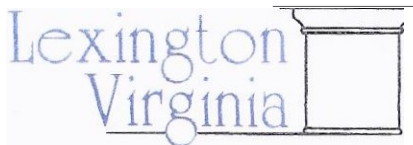
- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, 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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Planning & Development Department
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

THIS SECTION TO BE COMPLETED BY STAFF ONLY

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

Case Number: ARB-COA-\_\_\_\_\_ - \_\_\_\_\_

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Staff Review

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

Comments: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

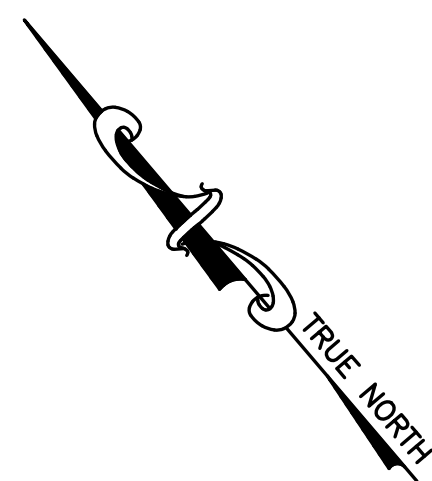
Planning and Development Director \_\_\_\_\_ Date \_\_\_\_\_

Action by Architectural Review Board

- Approved
Denied

Comments: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Chairperson, Architectural Review Board \_\_\_\_\_ Date \_\_\_\_\_



ENGINEERING FIRM



NB+C ENGINEERING SERVICES, LLC.  
120 EASTSHORE DRIVE, SUITE 300  
GLEN ALLEN, VA 23059  
(804) 548-4079

APPLICANT



T-MOBILE NORTHEAST LLC  
324 MADISON MEWS  
NORFOLK, VA 23510  
OFFICE: (757) 453-6907  
FAX: (757) 589-0904

SITE INFORMATION

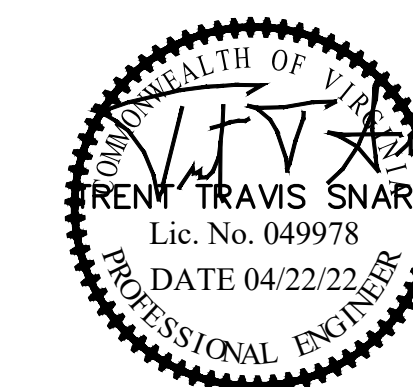
VA74101B  
ROBERT E. LEE HOTEL  
NB+C PROJECT: 100592  
30 S MAIN STREET  
LEXINGTON, VA 24450  
CITY OF LEXINGTON

DESIGN RECORD

REVISIONS

REV	DATE	DESCRIPTION	BY
2	04/22/22	FINAL	JQG
1	02/22/22	FINAL	LTA
0	01/17/22	PRELIMINARY	KG

PROFESSIONAL STAMP



ENGINEER

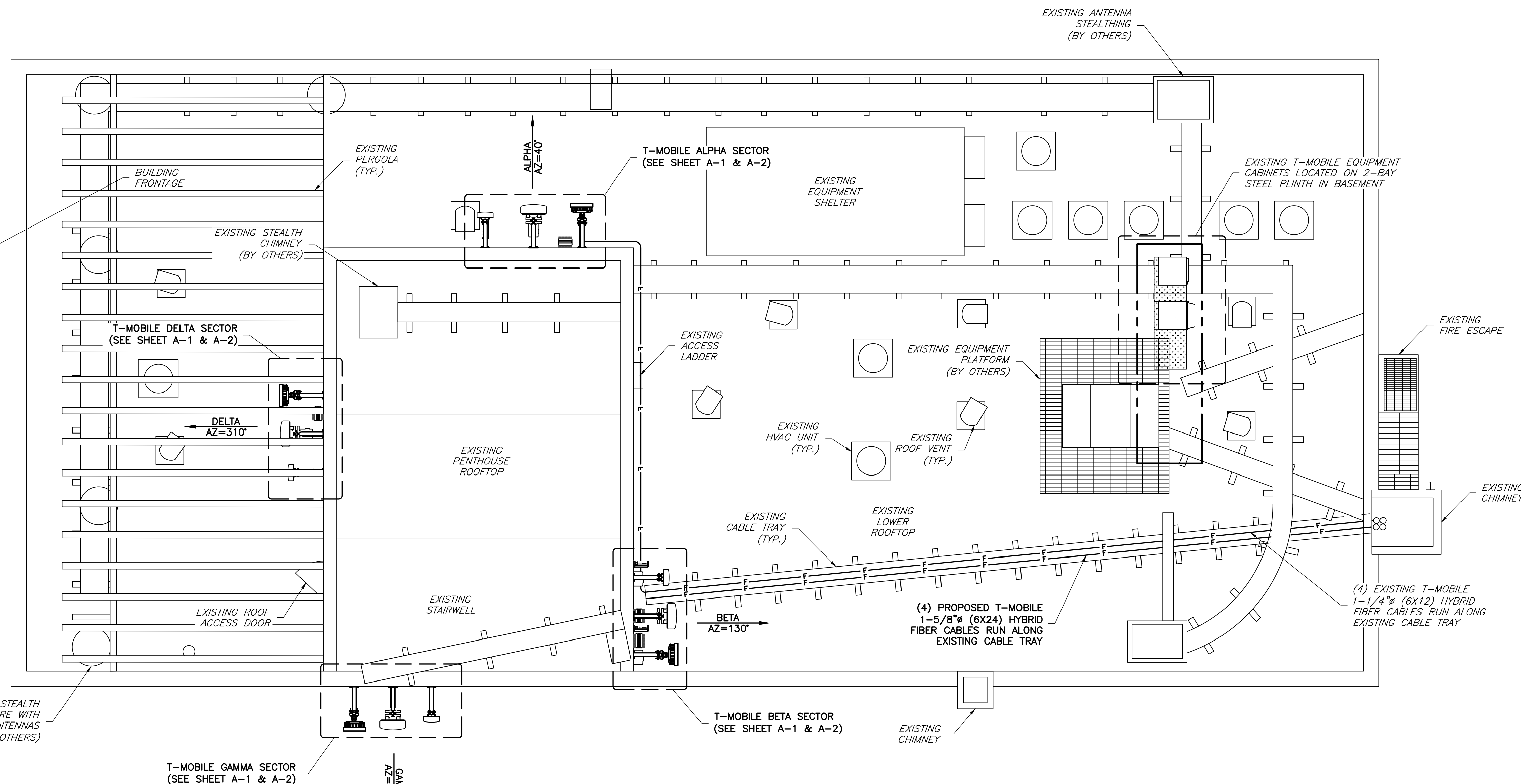
TRENT T. SNARR, P.E.  
VA PROFESSIONAL ENGINEER LIC. #49978

SHEET TITLE

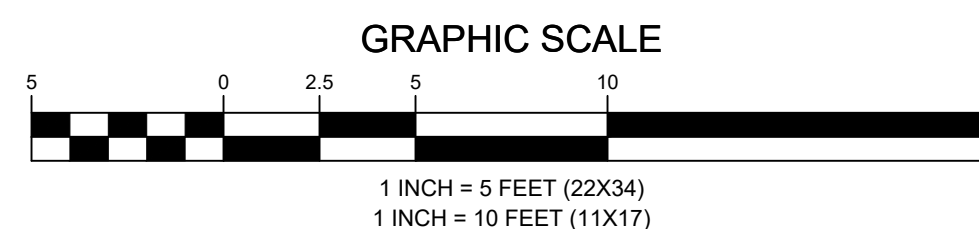
COMPOUND PLAN

SHEET NUMBER

C-1



1 COMPOUND PLAN  
C-1  
SCALE: 1" = 5' (22X34)  
SCALE: 1" = 10' (11X17)



Know what's below.  
Call before you dig.



VIRGINIA LAW REQUIRES  
THREE WORKING DAYS NOTICE PRIOR TO  
ANY EARTH MOVING ACTIVITIES



**NB+C ENGINEERING SERVICES, LLC.**  
 120 EASTSHORE DRIVE, SUITE 300  
 GLEN ALLEN, VA 23059  
 (804) 548-4079



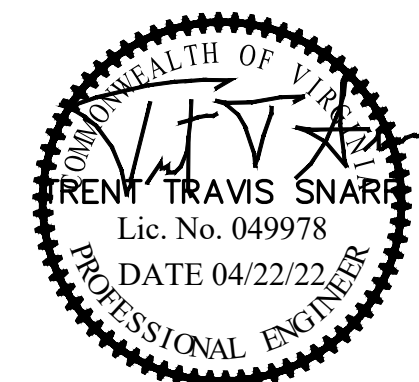
T-MOBILE NORTHEAST LLC

324 MADISON MEWS  
 NORFOLK, VA 23510  
 OFFICE: (757) 453-6907  
 FAX: (757) 589-0904

VA74101B  
 ROBERT E. LEE HOTEL  
 NB+C PROJECT: 100592  
 30 S MAIN STREET  
 LEXINGTON, VA 24450  
 CITY OF LEXINGTON

REVISIONS

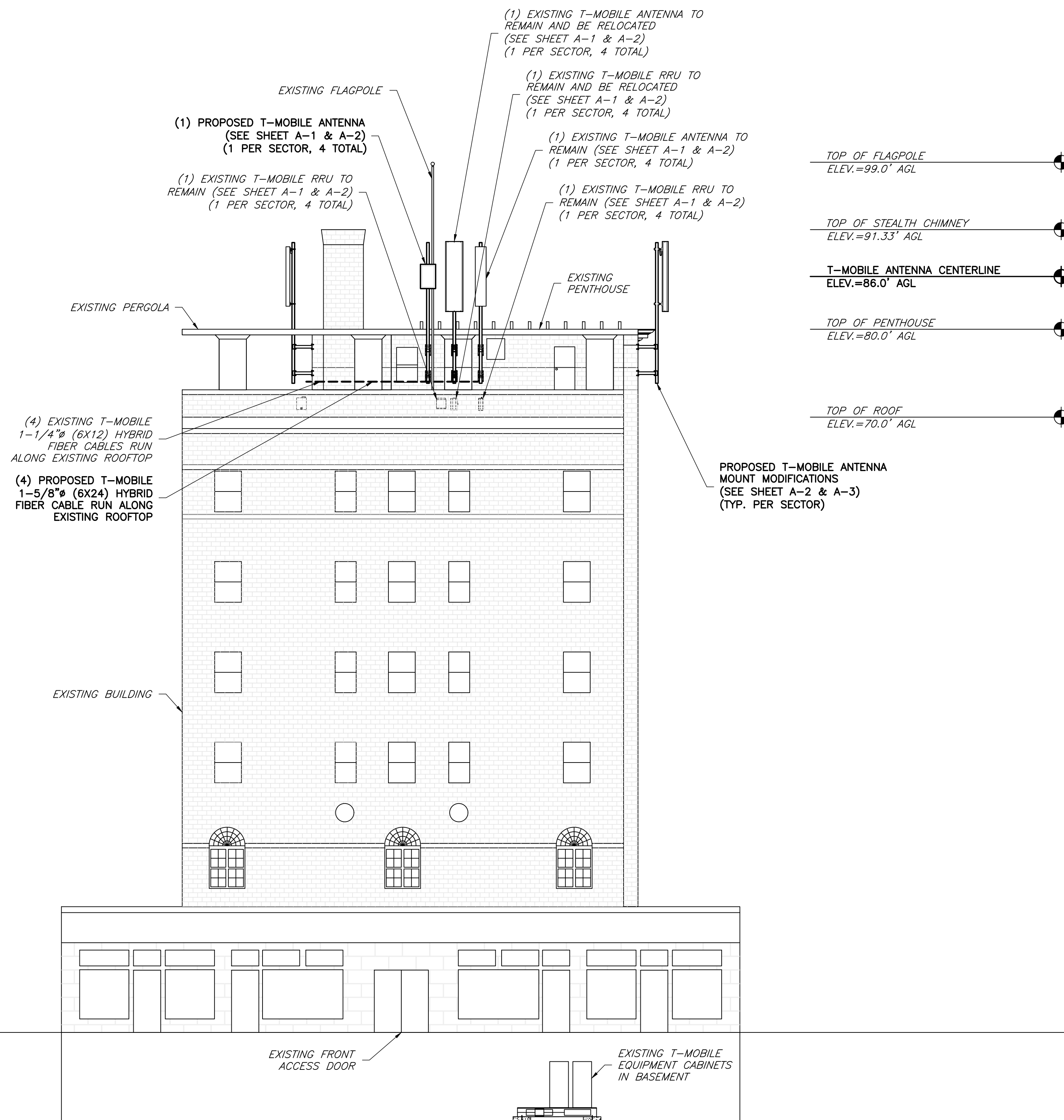
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1	02/22/22	FINAL	LTA
0	01/17/22	PRELIMINARY	KG



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 VA PROFESSIONAL ENGINEER LIC. #49978

ELEVATION

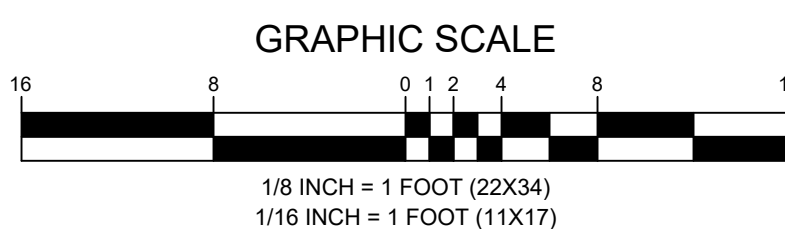
C-2

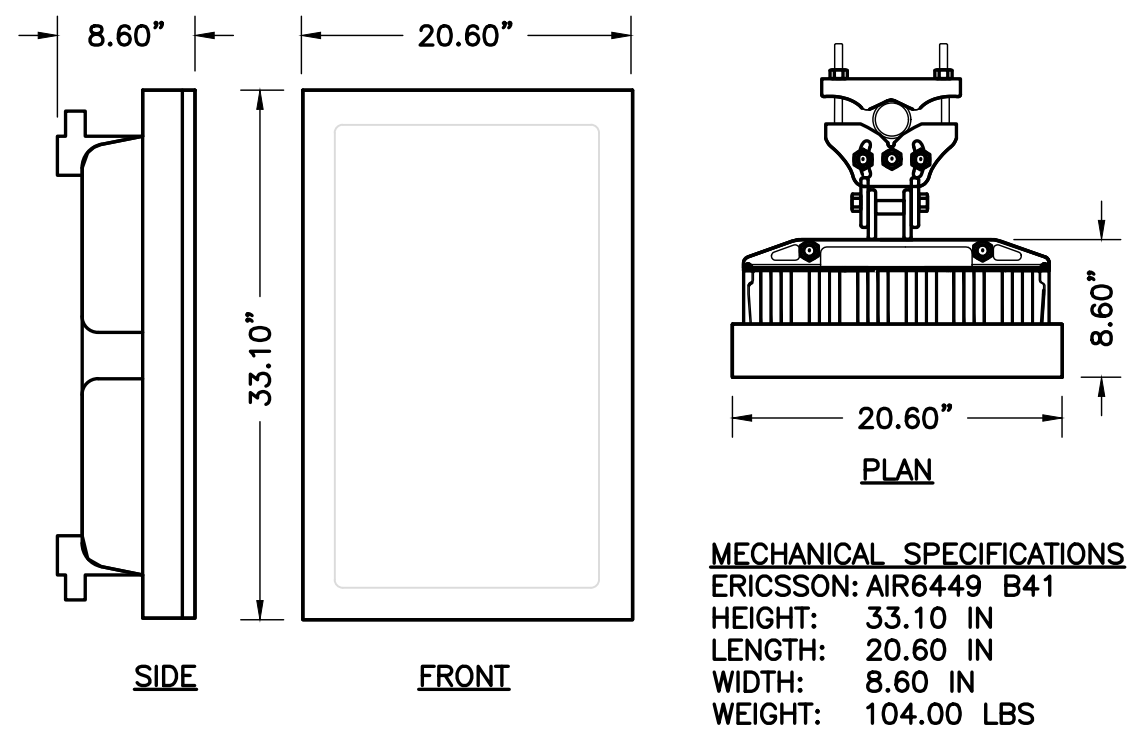


GENERAL ANTENNA NOTES

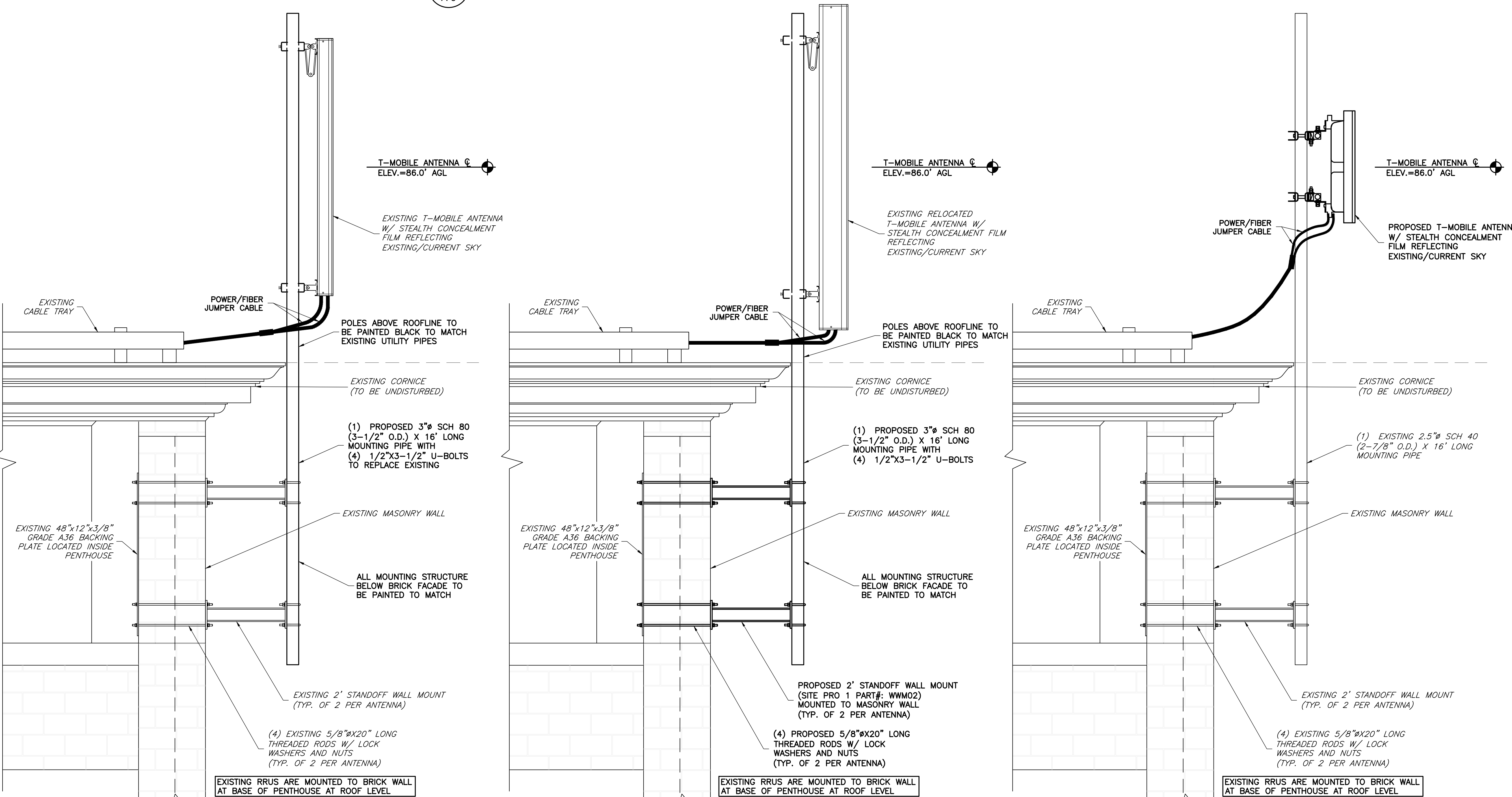
- ALL ANTENNAS TO BE FURNISHED WITH DOWNTILT BRACKETS. CONTRACTOR IS TO COORDINATE AND VERIFY THE PROPOSED DOWNTILTS WITH T-MOBILE MANAGER PRIOR TO CONSTRUCTION.
- ANTENNA CENTERLINE HEIGHT IS IN REFERENCE TO ELEVATION 0.0'. (EXISTING GRADE)
- CHECK WITH RF ENGINEER FOR LATEST ANTENNA TYPE & AZIMUTH.
- CONTRACTOR SHALL VERIFY ANTENNA TYPE AND AZIMUTH WITH CONSTRUCTION MANAGER PRIOR TO CONSTRUCTION.
- ALL CABLE LENGTHS ARE ESTIMATED AND SHALL BE FIELD VERIFIED BY THE CONTRACTOR.
- COLOR TAPE MARKINGS MUST BE 3/4" WIDE AND UV RESISTANT, SUCH AS SCOTCH 35 VINYL ELECTRICAL COLOR CODING TAPE.
- CONTRACTOR SHALL COORDINATE COLOR CODINGS IN THE FIELD WITH T-MOBILE REPRESENTATIVE.
- PRIOR TO THE INSTALLATION OF THE PROPOSED EQUIPMENT OR MODIFICATION OF THE EXISTING STRUCTURE, A STRUCTURAL & MOUNT ANALYSIS SHALL BE PERFORMED BY THE OWNER'S AGENT TO CERTIFY THAT THE EXISTING/PROPOSED COMMUNICATION STRUCTURE AND COMPONENTS ARE STRUCTURALLY ADEQUATE TO SUPPORT ALL EXISTING AND PROPOSED ANTENNAS, COAXIAL CABLES AND OTHER APPURTENANCES. THE OWNER'S AGENT SHALL FURNISH A CERTIFICATION LETTER SEALED BY A REGISTERED PROFESSIONAL ENGINEER STATING THAT THIS STRUCTURAL ANALYSIS WAS PREPARED IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.

**ELEVATION**  
 SCALE: 1/8" = 1' (22X34)  
 SCALE: 1/16" = 1' (11X17)





1 ERICSSON PANEL ANTENNA  
A-3 NOT TO SCALE



2 POSITION 1 ANTENNA MOUNTING DETAIL  
A-3 NOT TO SCALE

3 POSITION 2 ANTENNA MOUNTING DETAIL  
A-3 NOT TO SCALE

4 POSITION 3 ANTENNA MOUNTING DETAIL  
A-3 NOT TO SCALE

ENGINEERING FIRM

**NB+C**  
TOTALLY COMMITTED.  
NB+C ENGINEERING SERVICES, LLC.  
120 EASTSHORE DRIVE, SUITE 300  
GLEN ALLEN, VA 23059  
(804) 548-4079

APPLICANT

**T-Mobile**  
T-MOBILE NORTHEAST LLC  
324 MADISON MEWS  
NORFOLK, VA 23510  
OFFICE: (757) 453-6907  
FAX: (757) 589-0904

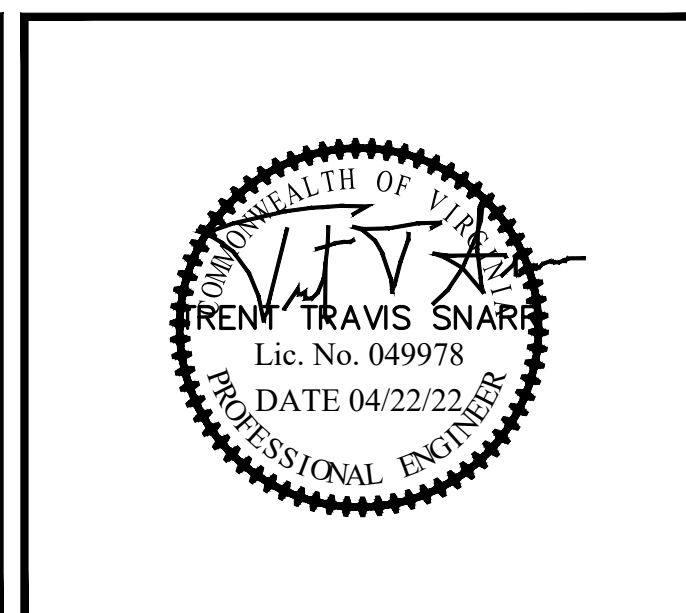
SITE INFORMATION

VA74101B  
ROBERT E. LEE HOTEL  
NB+C PROJECT: 100592  
30 S MAIN STREET  
LEXINGTON, VA 24450  
CITY OF LEXINGTON

DESIGN RECORD

REV	DATE	DESCRIPTION	BY
2	04/22/22	FINAL	JOG
1	02/22/22	FINAL	LTA
0	01/17/22	PRELIMINARY	KG

PROFESSIONAL STAMP



ENGINEER

TRENT T. SNARR, P.E.  
VA PROFESSIONAL ENGINEER LIC. #49978

SHEET TITLE

**ANTENNA SPECIFICATIONS & DETAILS**

SHEET NUMBER

**A-3**

**From:** [David Amory](#)  
**To:** [Arne Glaeser](#)  
**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel  
**Date:** Wednesday, April 27, 2022 11:30:47 AM  
**Attachments:** [image001.png](#)  
[image002.jpg](#)  
[image003.jpg](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[T-Mobile VA74101B CDs for ARB Application\\_ The Gin Hotel.pdf](#)  
[T-Mobile VA74101B ARB Application\\_ The Gin Hotel.pdf](#)

---

Arne,

Good morning. I have attached revised CDs and an application for your review. Our design engineer had one comment related to the antenna allocation on the pole. He did not make the change because the rad center will differ from what T-Mobile wants if we move all the antennas to be flush at the bottom. Also, the extra pole height is there to match the existing heights and to provide enough length for future antennas that may be larger than the current one being installed on that pipe.

Please note a check will be delivered later this week.

We are heading out of town and will have access to e-mails but may be delayed in responding.

Thanks again for your time related to the application.

**David Amory**

**NETWORK BUILDING + CONSULTING**

Local: 1310 Iris Drive, Suite 1123, Charlotte, NC 28205  
 Corporate: 120 Eastshore Drive | Suite 300 | Glen Allen VA | 23059  
 M 704.517.1980

NB&C\_large\_tag



*Emails sent or received shall neither constitute acceptance of conducting transactions via electronic means nor shall create a binding contract in the absence of a fully signed written agreement.*

---

**From:** Arne Glaeser <aglaeser@lexingtonva.gov>  
**Sent:** Tuesday, April 19, 2022 4:45 PM  
**To:** David Amory <damory@nbcllc.com>  
**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

David,

Attached is a photo when the antennas were being installed. Since the third attachment pole was not being utilized, we required that they be removed.

Your elevation drawing on page C-2 show an "existing RRU to remain" but the RRUs were not allowed to be



pole mounted, but rather hidden. Additionally A-3 does not show RRUs at all. Please update your drawings to reflect the requirement to hide some of the excessive wiring.

What is the new antenna proposed to do and in layman's terms why is it not the same style of antenna as the existing antennas? You can add a narrative to your application explaining the need for the additional antennae if needed to provide your explanation.

Can the new antenna be located in a lower position on the pole and can the extra pole height be trimmed off? It may be a neater installation if the bottoms of the antennas align in each grouping of three and to have the extra height above the proposed antennas removed.

You should also offer to paint the lower portion of the mounts and poles a color to match the brick and paint the upper portion of the poles black as was required for the first approval.

We can schedule your application once we received a completed application (with the above items addressed) and once the application fee is received. Staff is not allowed to administratively approve applications and you requested amendments must be reviewed and approved by the ARB. For what it is worth, a number of citizens were shocked the ARB approved the antennas in 2019 and most opined the antenna are not stealthy at all. I only mention this because you may receive a lot of questions when you are presenting your request to the ARB.

Please let me know if you have any further questions.

Thanks,

Arne

540.462.3730

---

**From:** David Amory [<mailto:damory@nbcllc.com>]

**Sent:** Monday, April 18, 2022 12:00 PM

**To:** Arne Glaeser <[aglaeser@lexingtonva.gov](mailto:aglaeser@lexingtonva.gov)>

**Cc:** Kate Beard <[kbeard@lexingtonva.gov](mailto:kbeard@lexingtonva.gov)>

**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

Arne,

Sorry for the back and forth. The reason for the differences between the two sets of CDs is that the current (2022) CDs show the actual installation of those mounts/rods. Evidently we had to meet the contractor in the field and adjust anchor bolt length. All 12 antennas will have the same mounting system.

I have attached the application with a brief description of what we are proposing. Do you think we could get approval without going to the ARB?

Thanks again for your time and consideration.

**David Amory**

**NETWORK BUILDING + CONSULTING**

Local: 1310 Iris Drive, Suite 1123, Charlotte, NC 28205

Corporate: 120 Eastshore Drive | Suite 300 | Glen Allen VA | 23059

M 704.517.1980

NB&C\_large\_tag



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---

**From:** Arne Glaeser <[aglaeser@lexingtonva.gov](mailto:aglaeser@lexingtonva.gov)>  
**Sent:** Monday, April 11, 2022 4:59 PM  
**To:** David Amory <[damory@nbcllc.com](mailto:damory@nbcllc.com)>  
**Cc:** Kate Beard <[kbeard@lexingtonva.gov](mailto:kbeard@lexingtonva.gov)>  
**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

David,  
Any change in material, colors, or methods of attachment from the original approval require new review and approval by the Lexington Architectural Review Board. Attached is the historic district certificate of appropriateness application.

For my understanding, can you clarify whether all of the 12 antenna will have the new mounting system or just the 4 new antenna?

Thanks,

Arne

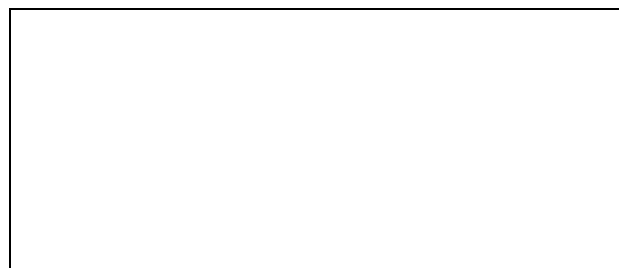
540.462.3730

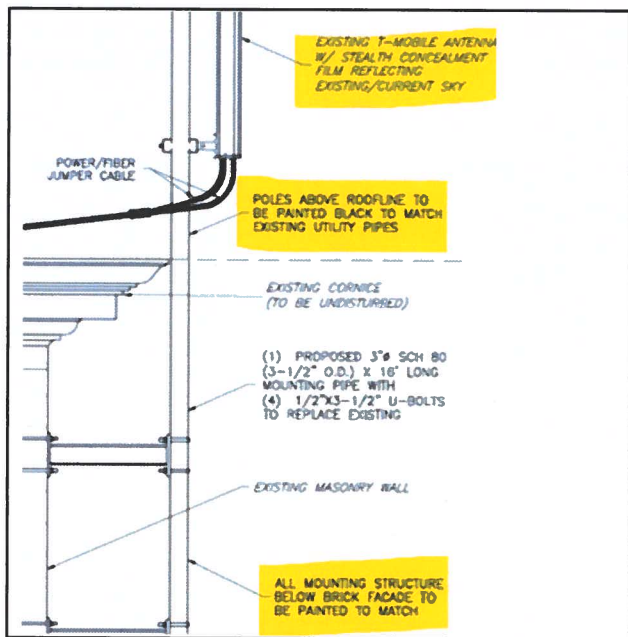
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**From:** David Amory [<mailto:damory@nbcllc.com>]  
**Sent:** Monday, April 11, 2022 4:33 PM  
**To:** Arne Glaeser <[aglaeser@lexingtonva.gov](mailto:aglaeser@lexingtonva.gov)>  
**Cc:** Kate Beard <[kbeard@lexingtonva.gov](mailto:kbeard@lexingtonva.gov)>  
**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

Arne,

Thanks for the response. I realize it is in the Historic District building and apologize for not referencing the 2019 ARB approval. I had missed it in our files so I appreciate the heads up. I did not see any real changes. The number of antennas and the stealth conditions are consistent with the approval and are detailed on sheet A-3 of the new plans.

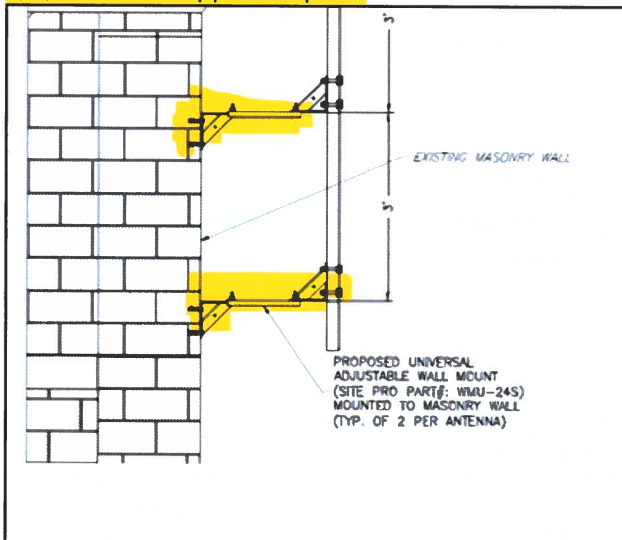




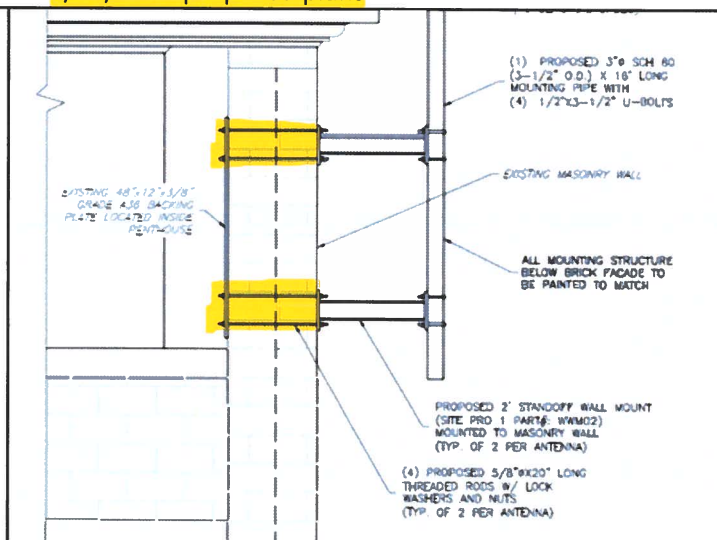
Please note the following difference

The antenna mounting method has changed to provides additional support. Note the longer anchor bolts and a backing plate.

8/2/2019 ARB Approved plans



2/22/2022 proposed plans



Please also let me know if we need a building permit and if so then do you need anything else to issue it?

Hope this makes sense and feel free to call to discuss.

David Amory

**NETWORK BUILDING + CONSULTING**

Local: 1310 Iris Drive, Suite 1123, Charlotte, NC 28205  
 Corporate: 120 Eastshore Drive | Suite 300 | Glen Allen VA | 23059  
 M 704.517.1980

NB&C\_large\_tag



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---

**From:** Arne Glaeser <[aglaeser@lexingtonva.gov](mailto:aglaeser@lexingtonva.gov)>  
**Sent:** Thursday, April 7, 2022 5:10 PM  
**To:** David Amory <[damory@nbcllc.com](mailto:damory@nbcllc.com)>  
**Cc:** Kate Beard <[kbeard@lexingtonva.gov](mailto:kbeard@lexingtonva.gov)>  
**Subject:** RE: T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

David,  
 The Gin Hotel is located in the Downtown Historic Preservation District and any improvements require review and approval by the Lexington Architectural Review Board. Attached are the applications and approval letter for the last T-Mobile proposal. Please let me know what is different from the approval and what you are now proposing.  
 Thanks,  
 Arne  
 540.462.3730

---

**From:** David Amory [<mailto:damory@nbcllc.com>]  
**Sent:** Wednesday, April 6, 2022 3:36 PM  
**To:** Arne Glaeser <[aglaeser@lexingtonva.gov](mailto:aglaeser@lexingtonva.gov)>  
**Subject:** T-Mobile equipment modification / 30 South Main Street / The Gin Hotel

Arne,

Thanks in advance for your time. I am working with T-Mobile to upgrade their network and enhance communications throughout the Lexington market. T-Mobile has (8) antennas on The Gin Hotel and they are proposing to add (4) antennas to the existing configuration. I spoke with building inspections and they suggested I send the attached application, plans and passing structural to your attention.

Please let me know if you have any questions or need additional information to process our request.

Thanks again.

**David Amory**

**NETWORK BUILDING + CONSULTING**

Local: 1310 Iris Drive, Suite 1123, Charlotte, NC 28205  
 Corporate: 120 Eastshore Drive | Suite 300 | Glen Allen VA | 23059  
 M 704.517.1980

**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-09 20 E. Preston Street Exterior Improvements & Signage**

---

<b>Project Name</b>	Dept. of Social Services Exterior Improvements and Signage
<b>Property Location</b>	20 & 30 E. Preston, 158 S. Main, and 129 S. Randolph Streets
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Taylor Woody, Jr. / Taylor Woody, Jr.

---

### **OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for two new exterior door units, a new projecting sign and sign bracket for the Department of Social Services at 20 East Preston Street, and for exterior painting of the entire building.

#### *158 S. Main Street existing conditions*



*129 S. Randolph and E. Preston Street existing conditions*



*Requested new doors*



*Other existing doors*



**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-09 20 E. Preston Street Exterior Improvements & Signage**

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The exterior improvements being requested are the installation of two new, already installed, recessed security door units on the Preston Street side of the building and repainting the back half of the building Benjamin Moore “Philipsburg Blue” (HC-159) to match the front. The applicant is also requesting a new 20” x 22” x 19mm (3 sq. ft.) projecting sign made of double-sided, expanded PVC with laminated vinyl applied to both sides and sealed edges. The Rockbridge Area Social Services logo will be in red, gold and black on a white background. The sign will hang from a new 30” steel triangle ball sign bracket with a textured black powder coat. Sign details are included in the 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.

(Applicable sections of the Lexington Design Guidelines are:

Section II.D.3 Choose an Appropriate Treatment for the Historic Building on page II-7,

Section VI.B. Guidelines for Existing Buildings. Masonry on page VI-4, and

Section X.B Guidelines for Painting of the Historic District Design Guidelines page X-2.)

<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

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



**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-09 20 E. Preston Street Exterior Improvements & Signage**

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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.

**History of Application**

This C.O.A. application was reviewed by the A.R.B on May 19, 2022 at which time the Board approved the signage and door installation as proposed. The Board deferred its decision about the proposed paint color for the Randolph Street portion of the building until its June 2, 2022 meeting and requested the applicant provide a secondary color option. The Board also directed staff to provide additional photographs of the building's existing conditions.

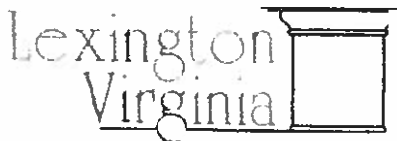
The applicant is now proposing the Randolph Street portion of the building be painted either Alexandria Beige (Benjamin Moore HC-77) or Greenbrier Beige (Benjamin Moore HC-79).

Additional photographs of the building's existing conditions can be found on the next page. Renderings of the proposed paint colors applied to the building are included with the application materials.

Lexington, VA Historic Downtown Preservation District COA  
COA 2022-09 20 E. Preston Street Exterior Improvements & Signage

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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

### Applicant<sup>1</sup>

Name: Taylor Woody Jr Phone: 540-817-5981

Company: \_\_\_\_\_ Fax: N/A

Address: 927 Shenandoah Rd. Email: tgwoody2@gmail.com  
Lexington, VA

Applicant's Signature: [Signature] Date: 3-30-22

### Property Owner

Name: Taylor Woody Jr Phone: 540-817-5981

Address: 927 Shenandoah Rd Lexington VA Email: tgwoody2@gmail.com

Owner's Signature: [Signature] Date: 3-30-22

### Architect/Designer

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

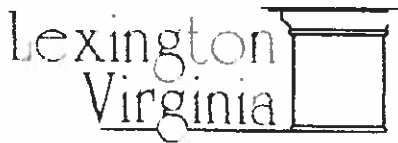
### Administration

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.

NON  
REFUNDABLE



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Planning & Development Department

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

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

**Proposal Information<sup>2</sup>** (attach list of properties if request includes multiple properties)

Address (or location description): 158 S. Main - 20 + 30 E. Preston - 129 1/2 Randolph ph 51

Tax Map: 23-1-1664 Deed Book and Page #: \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): \_\_\_\_\_

Property Doing Business As: Office Rental

Historical Name of Building: \_\_\_\_\_

Approximate Age of Building: 103 yrs 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:

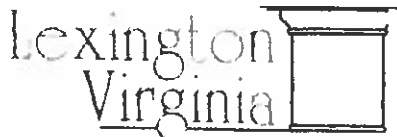
- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, 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 (including paint chips and/or color codes)

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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Planning & Development Department

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

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

**THIS SECTION TO BE COMPLETED BY STAFF ONLY**

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

Case Number: ARB-COA-\_\_\_\_\_ - \_\_\_\_\_

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

**Staff Review**

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

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Planning and Development Director

\_\_\_\_\_  
Date

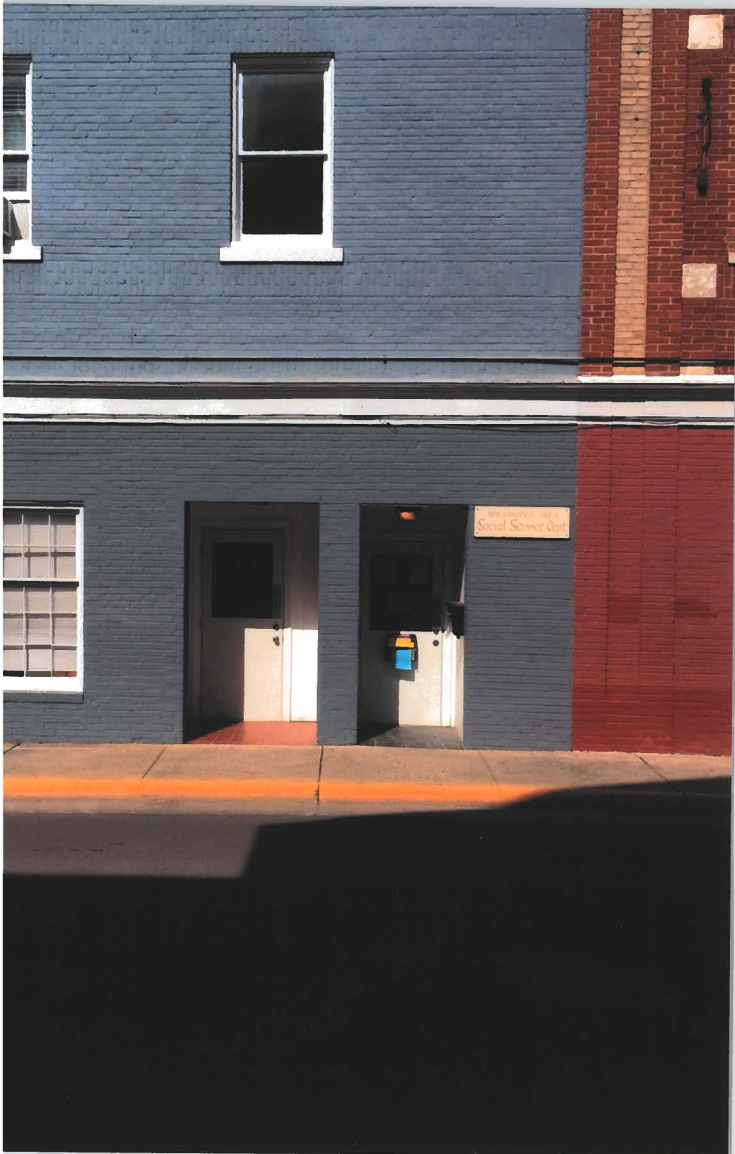
**Action by Architectural Review Board**

- Approved
- Denied

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Chairperson, Architectural Review Board

\_\_\_\_\_  
Date



Printed in the USA. Impreso en EE. UU. Imprimé aux E.-U.  
 COI 5/2017  
 échantillons peut différer légèrement de la peinture en contenant.  
 Color chip may differ slightly from actual paint. El chip de color  
 puede diferir ligeramente de la pintura real. La couleur des  
 For assistance 1-800-361-5898 Pour obtenir de l'aide  
 For assistance 1-800-6-PAINT-6 Para asistencia

**Benjamin Moore**

United States/Etats Unidos: 1-800-6-PAINT-6  
 Canada: For assistance 1-800-361-5898

Narragansett Green HC-157  
 Verde de Narragansett  
 Romarin

Phillipsburg Blue  
 HC-159 ✓ HC-159

Alexandria Beige Benjamin Moore HC-77



Greenbrier Beige Benjamin Moore HC-79



**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-10 7 W. McDowell Street Sign**

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<b>Project Name</b>	New signage for Focus Fitness Lab
<b>Property Location</b>	7 West McDowell Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Matthew Fogo /Mary Beth Harris

---

**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for new, already installed window signage for the Focus Fitness Lab business at 7 W. McDowell Street.

*7 W. McDowell Street existing conditions*

Focus Fitness Lab is a boutique, private gym rented by the hour with two facilities that are rented separately.





The applicant installed (8) eight 9.5” x 12.1” frosted vinyl window panels with the business logo in white on a transparent background, as well as (16) sixteen frosted vinyl privacy panels with the same dimensions in solid blue and gray. The subject parcel is allowed up to 6 square feet of window signage, however the eight frosted vinyl panels with the business logo equal 6.333 square feet. One of the frosted vinyl panels with the business logo must be removed to meet zoning requirements.

### **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.

**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-10 7 W. McDowell Street Sign**

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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.

(Applicable sections of the Lexington Design Guidelines are:  
Section IX.A & B Guidelines for Signs. on page IX-1)

<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

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 if one of the frosted vinyl panels with the business logo is removed.



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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

#### Applicant<sup>1</sup>

Name: Mary Beth Harris Phone: 540 460 0753  
Company: Focus Fitness Lab Fax: \_\_\_\_\_  
Address: 7 West McDowell Email: jamesriverrealtor@gmail.com  
Applicant's Signature: [Signature] Date: 5/9/2022

#### Property Owner

Name: Matthew Fogo Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner's Signature: [Signature] Date: 5-3-2022

#### Sign Contractor

Name: Evan Pettrey - Project Manager Phone: (540) 302-6884  
Company: Converge Fax: \_\_\_\_\_  
Address: 2374 Jefferson Hwy, Suite 106, Waynesboro, VA, 22980 Email: evan@weareconverge.io

#### Proposal Information<sup>2</sup>

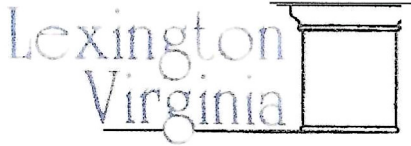
Address (or location description): 7 W. McDowell St., Lexington, VA 24450  
Tax Map: 23 1131 Deed Book and Page #: 170000733 3/120  
Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): U  
Property Doing Business As: \_\_\_\_\_

#### 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.





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

THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$50 Amount Paid: Case Number:

Date Received: Received By:

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:

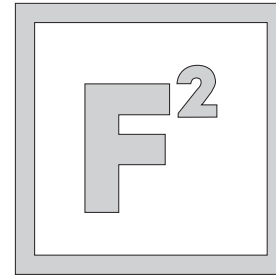
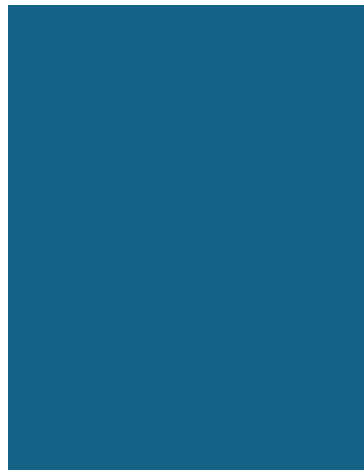
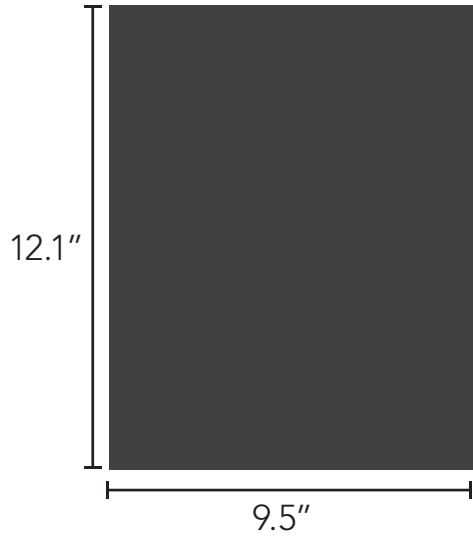
Chairperson, Planning Commission Date

Action by Architectural Review Board (Historic District Signs)

- Approved
Denied

Comments:

Chairperson, Architectural Review Board Date



FOCUS  
FITNESS

1 FRONT ELEVATION: WINDOW GRAPHICS  
 QUAN: 8 GRAY, 8 BLUE, 12 LOGOS    SIDES: SINGLE



CLIENT:  
 Kim Passmore  
 kimberlypassmore@gmail.com  
 +1 540-458-3843

PROJECT:  
 Window Graphics

MATERIALS:  
 Frosted Vinyl

COLORS:

Blue   
 Gray 

FONTS:  
 N/A

QUOTE NUMBER:  
 #3708

PROJECT LEAD:  
 Evan P.

DRAWN BY:  
 Josh B.

REVISION HISTORY:

## MARKETING & WEBSITE DESIGN

We build websites that drive traffic, engage customers, and deliver results!



## VEHICLE WRAPS & GRAPHIC DESIGN

Whether it's a new logo, marketing materials, or a complete rebrand, we'll bring your vision to life!



**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-11 104 S. Jefferson Street Sign**

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<b>Project Name</b>	New projecting sign for LexingTan VA
<b>Property Location</b>	104 South Jefferson Street
<b>Zoning</b>	C-1 (Commercial District (Central Business) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	22 WN LLC/Chastity Berkstresser

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign for the LexingTan VA business at 104 South Jefferson Street.

*104 S. Jefferson Street existing conditions*

The applicant is requesting approval of a 14” by 22” aluminum oval projecting sign with vinyl lettering and graphics on a white background. LexingTan VA will be in Brightwall font size 236 and Tanning Salon will be in Monument font size 140. The vinyl used for the graphics and lettering will be black and orange (#ff914d). The thickness of the aluminum used for the sign is 0.08 (inch?). The app Canva

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was used to design the logo. The sign will be hung from the existing bracket and will not be illuminated.

### **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.

(Applicable sections of the Lexington Design Guidelines are:

Section IX.A & B Guidelines for Signs. on page IX-1)

<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

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.



**Lexington, VA Historic Downtown Preservation District COA  
COA 2022-11 104 S. Jefferson Street Sign**

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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

### Applicant<sup>1</sup>

Name: Chastity Berkstresser Phone: (540) 817-3368

Company: Lexington VA LLC Fax: \_\_\_\_\_

Address: 104 S. Jefferson St. Email: Lexingtonva@gmail.com

Applicant's Signature: Chastity Berkstresser Date: 05/14/2022

### Property Owner

Name: 22 WN LLC Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Sign Contractor

Name: Sign Bracket Store Phone: 888-919-7440

Company: Sign Bracket Store Fax: \_\_\_\_\_

Address: 1056 Corte Del Cedro CA. Email: XXX

### Proposal Information<sup>2</sup>

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

Tax Map: 23-1-89 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)

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.*



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## SIGN PERMIT APPLICATION

### Applicant<sup>1</sup>

Name: LEXINGTONVA LLC Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: 104 S. JEFFERSON ST. Email: \_\_\_\_\_

Applicant's Signature:  Date: 5/17/22

### Property Owner

Name: MICHAEL STEARNS Phone: (540) 464-4832

Address: 195 WALKER ST. Email: stearns\_michael@yahoo.com

Owner's Signature:  Date: 5/17/22

### Sign Contractor

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

### Proposal Information<sup>2</sup>

Address (or location description): \_\_\_\_\_

Tax Map: \_\_\_\_\_ Deed Book and Page #: \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): \_\_\_\_\_

Property Doing Business As: \_\_\_\_\_

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**Sign Information**

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	oval aluminum	_____	14"	22"
Sign 2	_____	_____	_____	_____
Sign 3	_____	_____	_____	_____

Street Frontage (width) of business space in feet \_\_\_\_\_

Street Frontage (width) of building in feet \_\_\_\_\_

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 \_\_\_\_\_ Height \_\_\_\_\_

Width \_\_\_\_\_ Height \_\_\_\_\_

If a projecting sign, clearance from sidewalk: \_\_\_\_\_ feet

What materials will be used? \_\_\_\_\_  
 \_\_\_\_\_

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



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**THIS SECTION TO BE COMPLETED BY STAFF ONLY**

**Application Fee: \$50** Amount Paid: \_\_\_\_\_ Case Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

**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

