



## LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, April 20, 2023 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. April 6, 2023 Minutes\*
4. NEW BUSINESS:
  - A. **COA 2023-09: an application by Tim Hickman for a Certificate of Appropriateness for exterior improvements and the construction of a new accessory structure at 313 South Jefferson Street, Tax Map #23-1-23, owned by Tori and Joey Bates.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. **COA 2023-10: an application by Paige Williams for a Certificate of Appropriateness for new signage for the new Downtown Books location at 34 South Main Street, Tax Map # 23-1-188, owned by Robert E. Lee Properties, LLC.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - C. **COA 2032-11: an application by Pat Hennis for a Certificate of Appropriateness for exterior improvements at 7 North Jefferson Street, Tax Map # 16-4-9A, owned by 2022Plus3, 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, April 6, 2023 – 5:00 p.m.**  
**Second Floor Conference Room**  
**Lexington City Hall**  
**MINUTES**

**Architectural Review Board:**

Present: R. LeBlanc, Chair  
 E. Teaff, Vice-Chair  
 J. Taylor, Alternate A

**City Staff:**

Arne Glaeser, Planning Director  
 Kate Beard, Administrative Assistant

Absent: C. Alexander  
 A. Bartenstein  
 B. Crawford, Alternate B

**CALL TO ORDER:**

Chair LeBlanc called the meeting to order at 5:00 p.m.

**AGENDA:**

The agenda was unanimously approved as presented. (E. Teaff / J. Taylor)

**MINUTES:**

The minutes from the March 16, 2023 were unanimously approved as presented. (E. Teaff / J. Taylor)

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

None

**NEW BUSINESS:**

**A. COA 2023-08: an application by Stephanie Bond for a Certificate of Appropriateness for a new exterior paint colors at 4 North Randolph Street, Tax Map #23-1-205A, owned by Stephanie Bond.**

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness for new exterior paint colors at 4 North Randolph Street. The applicant is requesting to paint the building's exterior walls Dark Olive (2140-30), to paint the trim Edgecomb Gray (HC-173), and to paint the window sashes Black Iron (2120-20). All three are Benjamin Moore colors and samples are included in the application materials.
- 2) Applicant Statement – Applicant and owner Stevie Bond said the building needs a new paint job and she intends to repair the window sashes rather than replacing the windows. She has decided to change the color scheme and this is one that she has used on a different property and really likes.
- 3) Public Comment – None
- 4) Board Discussion & Decision – **E. Teaff moved to approve the application as presented. J. Taylor seconded and the motion passed unanimously. (3-0)**

**OTHER BUSINESS:**

A. Glaeser reported there were three applications scheduled for the April 20<sup>th</sup> meeting.

**ADJOURN:**

The meeting adjourned unanimously at 5:04 p.m. (E. Teaff / R. LeBlanc)

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R. LeBlanc, Chair, Architectural Review Board

Staff Report

**Lexington, VA Historic Downtown Preservation District COA  
COA 2023-09 Exterior Improvement & New Garage at 313 S. Jefferson Street**

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<b>Project Name</b>	Exterior improvements & new accessory building at 313 S. Jefferson Street
<b>Property Location</b>	313 S. Jefferson Street
<b>Zoning</b>	R-1 (General Residential) & Residential Historic District
<b>Owner/Applicant</b>	Tori and Joey Bates/Tim Hickman

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### Overview of Request

This is an application to approve a Certificate of Appropriateness (COA) for the replacement of a second story balcony door and the construction of a new detached garage at 313 S. Jefferson Street.

### *Location map*



The applicant is proposing to replace the existing second floor balcony door and window facing onto White Street with a smooth, fiberglass double door, painted to match the other trim details on the existing dwelling.

The design of the proposed 1 ½ story, 3 car garage was chosen based on its resemblance to the main house. It will face White Street and will be approximately 55' by 50'-4" with Hardie shingle siding and Hardie and Azek exterior trim boards. The shingles will be painted Butter (Benjamin Moore 2023-60) and all exterior trim will be painted Simply White (Benjamin Moore 2143-70) to match the house. The metal pan roofing material will match the color of the weathered copper roof of the main house.

Staff Report

**Lexington, VA Historic Downtown Preservation District COA  
COA 2023-09 Exterior Improvement & New Garage at 313 S. Jefferson Street**

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The applicant has provided plan details including elevation drawings and a schematic of a garage of this design. Also included in the application materials are spec sheets with details for the proposed windows, skylight, doors, columns and exterior light fixtures.

*313 South Jefferson Street existing conditions*



**ARB Considerations**

Section 420-9.5 (Residential Historic Neighborhood) requires a Certificate of Appropriateness for any improvement requiring approval by the Architectural Board in Section 420-9.4. The items listed in Section 420-9.4 requiring a public meeting and review by the Architectural Board are:

- A. Demolishing or moving of a main or accessory building, or
- B. Construction of a new main building or a new accessory building.

Section 420-9.8. (Residential Historic Neighborhood) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

- A. The appropriateness of the exterior architectural features of the building and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Residential Historic Neighborhood Conservation District and environs.
- B. The general exterior design, arrangement, textures, and materials proposed to be used in the construction of the building when viewed from the public street (or streets in the case of a corner lot) along the lot front of said building and its relationship to the other factors to be

considered by the Board under this section. Among other things, the Board is to consider the overall architectural design, form and style, including the height, mass, proportion and scale; architectural details, such as the design and style of decorative or functional fixtures, such as lighting, windows and doors; the design and arrangement of buildings on the site; and the texture and materials of a proposal when assessing architectural compatibility.

C. Any applicable provisions of the city's design guidelines.

(Applicable sections of the Lexington Design Guidelines are: Section IV.E. Site Design. Guidelines for Outbuildings, Garages, & Other Site Features on page IV-7, and Section VII. Guidelines for New Construction & Additions on page VII-1.)

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

The Board shall take all of the above factors into consideration when considering the application. The Board shall not consider the interior arrangement of a building or features of a building which are not subject to public view from the contiguous public street or streets. The Board shall not impose any requirements except for the purpose of preventing developments incongruous with the historic and architectural aspects of the building and its surroundings or the character of the Residential Historic Neighborhood Conservation District.

**Staff Recommendation**

Staff finds the proposed project meets the zoning criteria.



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

www.lexingtonva.gov

### APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

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

Name: Tim Hickman Phone: 540-460-8031

Company: Rockbridge Homes and More Fax: \_\_\_\_\_

Address: 70 Old Buena Vista Rd lex Email: tim@rockbridgehb.com

Applicant's Signature: [Signature] Date: 4-3-23

#### Property Owner

Name: Tori and Joey Bates Phone: 704-634-7601

Address: 313 S. Jefferson St. Email: VMcCoyne@aol.com

Owner's Signature: [Signature] Date: 4-3-23

#### Architect/Designer

Name: Tony Soper Phone: 1-888-884-9488

Company: Cornerstone Designs Fax: 425-487-9488

Address: 18915 142nd Ave NE #100 Woodinville WA Email: \_\_\_\_\_  
98072

#### 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.





www.lexingtonva.gov

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

Proposal Information^2 (attach list of properties if request includes multiple properties)

Address (or location description): 313 S. Jefferson St

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

Acreage: .31 Zoning (attach any existing conditions or proffers):

Property Doing Business As: Single Family Residence

Historical Name of Building: The William T Shields House

Approximate Age of Building: 113 Applicant seeking Federal Tax Credit: [ ] Yes [X] 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:

- [X] Remodeling or renovation of the exterior of a building
[ ] Total restoration of the exterior of a building
[X] 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:

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

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

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

**From:** [Arne Glaeser](mailto:Arne.Glaeser)  
**To:** [Kate Beard](mailto:Kate.Beard)  
**Subject:** FW: Garage Letter  
**Date:** Friday, April 14, 2023 9:38:44 AM

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**From:** Kim Hickman [mailto:kim@rockbridgehb.com]  
**Sent:** Wednesday, April 5, 2023 11:35 AM  
**To:** Arne Glaeser <aglaeser@lexingtonva.gov>  
**Subject:** Fwd: Garage Letter

## Mr. Gleaser / Lexington ARB

Rockbridge Homes and Barns / Hickman-Oliver Inc. has been selected to construct the garage for the Bates family at 313 S. Jefferson St. The garage would be accessible from White St. We are also seeking approval for replacing a balcony door on the left side of the house.

We have submitted the overall plans for review but I would like to include some notes as well as a few changes to the garage plans.

The garage was chosen due to its design closely resembles the main house.

The construction of the garage would include the below elements:  
(Product information / specifications are included in the package submittal).

**Garage Doors:** Wayne Dalton Carriage Series -

Lexington with the Stockton windows.

**Columns** - The columns on the plans are fluted, we would purchase the standard round columns to match the size and shape of the ones on the main residence.

**Windows:** The windows shown on the plans are casement windows that do not meet the egress requirements. We plan to purchase double-hung windows without grids for each end of the garage to match the house. This also allows for code compliance.

**Doors:** All of the doors are smooth fiberglass painted to match the house, again with no grids. The upper double door on the garage balcony will not have a transom.

**Siding / Trim** - To maintain the shingle siding look of the main house, we are installing James Hardie Cedar Shake siding. The trim boards will be both Hardie and Azek exterior trim boards. The siding / trim will match the house.

**Roof:** The roof will be metal pans to match the main house. The main house is weathered copper. The metal color matches the current roof.

**Sky Lights:** There are three skylights that are located on the rear of the garage. They will be fixed and the color closely matches the roof.

**Exterior Lights:** There will be three dark sky approved light fixtures, two beside the upstairs double door and one inbetween the two entry doors. The three garage doors will have a small can light in the soffit pointing straight down in front of each door.

Color samples were submitted with the package.

The foundation of the garage will be masonry block that will be stuccoed. It will be painted and landscaped around.

The apron of the garage as well as the pad in front leading to the sidewalk will be concrete.

Tim Hickman  
540-460-8031

----- Forwarded message -----

From: **Kim Hickman** <[kim@rockbridgehb.com](mailto:kim@rockbridgehb.com)>  
Date: Tue, Apr 4, 2023 at 2:46 PM  
Subject: Fwd: Garage Letter  
To: Tim Hickman <[tim@rockbridgehb.com](mailto:tim@rockbridgehb.com)>

Sent from my iPhone

Begin forwarded message:

**From:** Victoria Bates <[vmcoyne@aol.com](mailto:vmcoyne@aol.com)>  
**Date:** April 4, 2023 at 1:07:17 PM EDT  
**To:** Kim Hickman <[kim@rockbridgehb.com](mailto:kim@rockbridgehb.com)>  
**Subject:** Fwd: Garage Letter

To Whom it May Concern: Lexington City Planning  
Commission

We are current applying for permission to build a 3-car garage in our back yard along White Street. We currently have off-street parking in this location and believe that building this garage (which will match our house) will enhance the aesthetics of the neighborhood, while allowing us to park our vehicles not only off-street but also out of the weather. We chose a garage design that matches the historical style of our house. We also intend to move our trash storage along the garage, away from the sidewalk and out of view from pedestrians. Additionally, this garage will provide us much needed storage for yard equipment, children's recreational/sports equipment, holiday decorations, etc.

Thank you,

Joey and Tori Bates  
313 S. Jefferson Street  
Lexington, VA 24450

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CONFIDENTIALITY NOTICE: This e-mail message and all attachments may contain legally privileged and confidential information intended solely for the use of the addressee. If the reader of this message is not the intended recipient, any reading, dissemination, distribution, copying, or other use of this message or its attachments is prohibited. If you have received this communication in error, please notify the sender immediately by telephone at 704.844.3100 and delete this message and all copies and backups thereof. Thank you.

--

Kim Hickman  
Office Manager  
Rockbridge Homes and Barns  
Hickman-Oliver, Inc.  
70 Old Buena Vista Rd.  
Lexington, VA 24450  
(540) 460 5708  
We're on the web! <https://rockbridge-homes-and-barns.business.site>

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Proposed French Door for Joey and Tori Bates 313 S. Jefferson



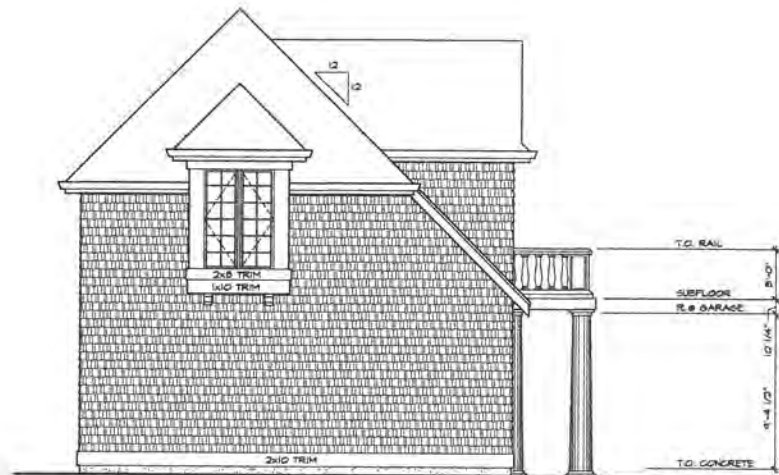
Proposed Door Hardware for Joey and Tori Bates 313 S.  
Jefferson



Finish - oil rubbed bronze

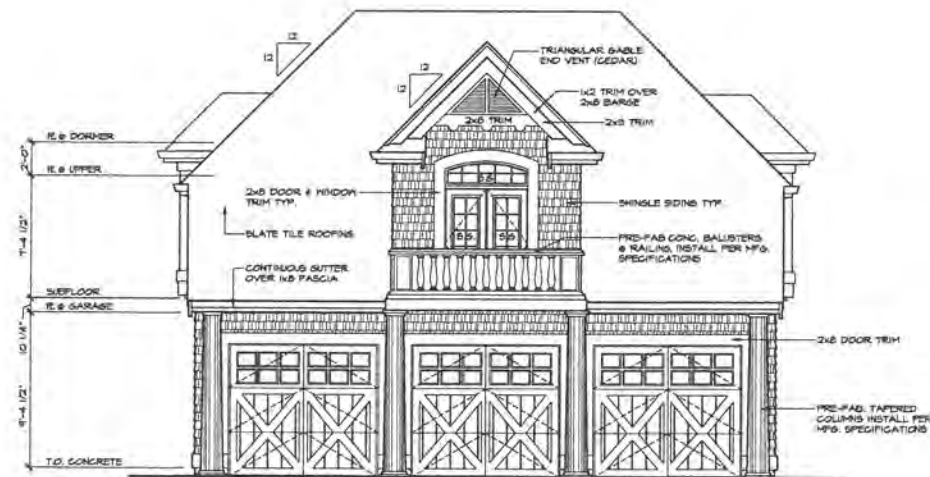






**LEFT ELEVATION**

SCALE: 1/4" = 1'-0"

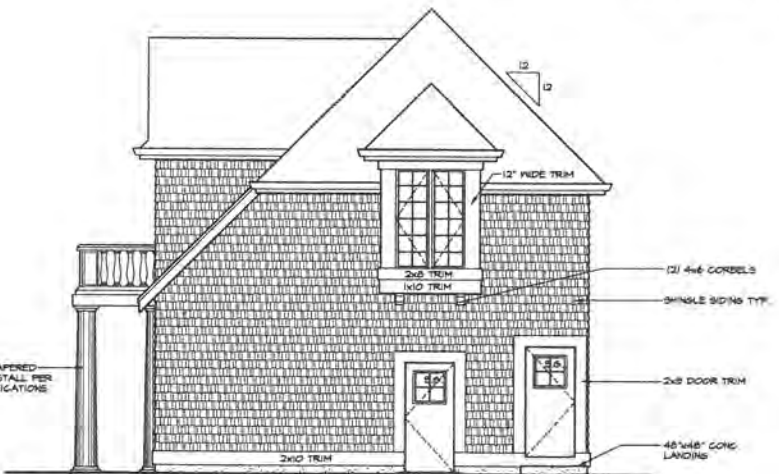


**FRONT ELEVATION**

SCALE: 1/4" = 1'-0"

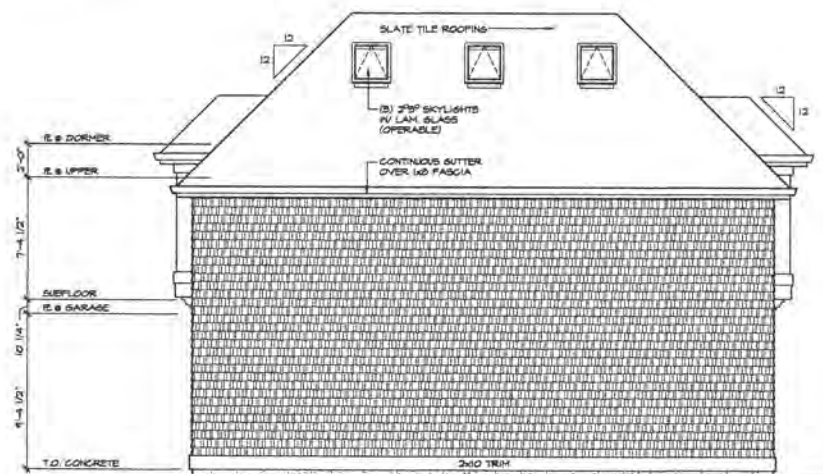
**ELEVATION NOTES:**

1. VERIFY SHEAR WALL NAILING & HOLDING PER PLAN & SCHEDULE PRIOR TO INSTALLING SIDING.
2. MASONRY & WOOD FRAME CHIMNEYS ARE TO BE CONSTRUCTED PER I.R.C. CHAPTER 10.
3. CAULK ALL EXTERIOR JOINTS & PENETRATIONS.
4. PROVIDE APPROVED CORROSION RESISTANT FLASHING AT EXTERIOR WALL ENVELOPE PER I.R.C. RT05.6
5. PROVIDE FLASHING AT ROOF PENETRATIONS PER I.R.C. R405.2 & R405.3.
6. PROVIDE WEATHER STRIPPING AT ALL EXTERIOR & GARAGE-INTERIOR DOORS.
7. PROVIDE CONTINUOUS GUTTERS & DOWNSPOUTS @ ALL EAVES, TYP.
8. SEE SHEET 1 FOR ADDITIONAL NOTES.



**RIGHT ELEVATION**

SCALE: 1/4" = 1'-0"



**REAR ELEVATION**

SCALE: 1/4" = 1'-0"

PROPERTY OF: GO BLUE INVESTMENTS PROPERTIES  
DESIGNED BY: TONY SOFER, ARCHITECT  
DRAWING NO.: 2008-001  
DATE: 8/25/08  
SCALE: 1/4" = 1'-0"  
PROJECT: 4555A3F-OR-CSD  
SHEET: 4 OF 5  
WWW.CORNERSTONEDESIGNS.COM

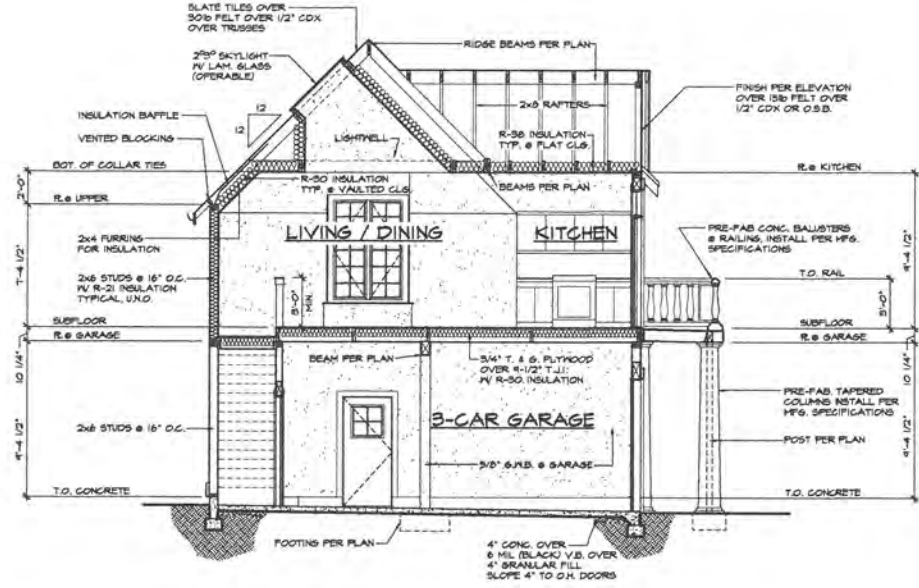
DESIGNER: TONY SOFER, ARCHITECT  
ADDRESS: 1000 N. SUITE 100  
TOLSON, ILLINOIS 62454  
PHONE: (618) 397-1000  
FAX: (618) 397-1001  
WWW.CORNERSTONEDESIGNS.COM

CORNERSTONE  
DESIGNS

GO BLUE INVESTMENTS PROPERTIES  
PLAN A755A3F-OR-CSD

RECORD BY: TSC  
DATE: 8/25/08  
DRAWN BY: TSC  
DATE: 8/25/08  
PROJECT MANAGER: TONY SOFER  
DATE: 11/8/08  
REVISED BY: CV

4  
5  
CORNERSTONE DESIGNS  
C2300032



**BUILDING SECTION 'A'**  
SCALE: 1/4" = 1'-0"

DESIGNER: L.L. DESIGN, L.L.C. DESIGN TO CONSTRUCTION FOR THE CLIENT. ALL PLANS AND SPECIFICATIONS ARE TO BE CONSIDERED AS CONTRACT DOCUMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL CONDITIONS OF THE SITE AND FOR THE ACCURACY OF ALL DIMENSIONS AND MATERIALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL CONDITIONS OF THE SITE AND FOR THE ACCURACY OF ALL DIMENSIONS AND MATERIALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING ALL CONDITIONS OF THE SITE AND FOR THE ACCURACY OF ALL DIMENSIONS AND MATERIALS.

1825-142ND AVENUE NE SUITE 100  
EDMONTON, ALBERTA T6C 0A8  
CANADA  
TEL: (403) 487-5888  
FAX: (403) 487-5888  
WWW.CORNERSTONEDESIGNS.COM



GO BLUE INVESTMENTS PROPERTIES  
PLAN A755A3F-OR-CSD

DESIGNED BY: DATE: 11/18/08  
TG  
DRAWN BY: DATE: 8/28/01  
SMD

PROJECT MANAGER  
TONY SOPER  
REVISED BY: DATE: 11/18/08  
CV



CORNERSTONE DESIGN  
JOB NUMBER  
C2300032

Lexington, VA Historic Downtown Preservation District COA  
COA 2023-10 34 South Main Street New Signage

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<b>Project Name</b>	New Signage for <i>Downtown Books</i>
<b>Property Location</b>	34 South Main Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Ugo Benincasa / Paige Williams

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a projecting sign and door sign for Downtown Books at its new location at 34 South Main Street.

*34 S. Main Street existing conditions*



The proposed projecting sign is a 36” by 24”, hand painted wooden sign featuring the business’s logo on a white background and will be hung from the existing bracket. This is the same sign that was approved for the business’s current location at 13 W. Nelson Street. It will not be illuminated. The proposed door sign will be an 18” by 18” logo decal on a white vinyl background and will be centered

on the upper half of the entry door. Logo details and a mock-up of the proposal 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 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 420-151, 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

**Staff Report**

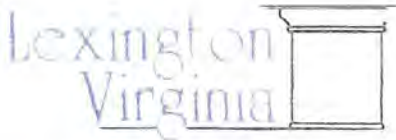
**Lexington, VA Historic Downtown Preservation District COA  
COA 2023-10 34 South Main Street New Signage**

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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**

**Applicant<sup>1</sup>**

Name: Rajel Williams Phone: 540 460-8184

Company: Downtown Books, LLC Fax: N/A

Address: 34 S. main ST, Email: Downtownbookslexva@gmail.com

Applicant's Signature: Rajel Williams Date: 4/5/23

**Property Owner**

Name: UGO BENINCASA Phone: 540 460 0375

Address: 30 S. MAIN STREET Email: \_\_\_\_\_

Owner's Signature: Ugo Benincasa Date: 4-5-23

**Architect/Designer**

Name: N/A Phone: \_\_\_\_\_

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

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

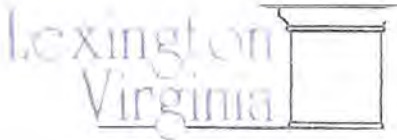
**Administration**

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.

\*Fees Non Refundable



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

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

Address (or location description): 34 S. main ST, Lexington, VA

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

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

Property Doing Business As: Downtown Books, LLC

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:

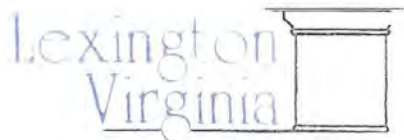
- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, 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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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: \$50

Case Number: ARB-COA- 2023 - 10

Date Received: 4/6/23 Received By: Kate

**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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

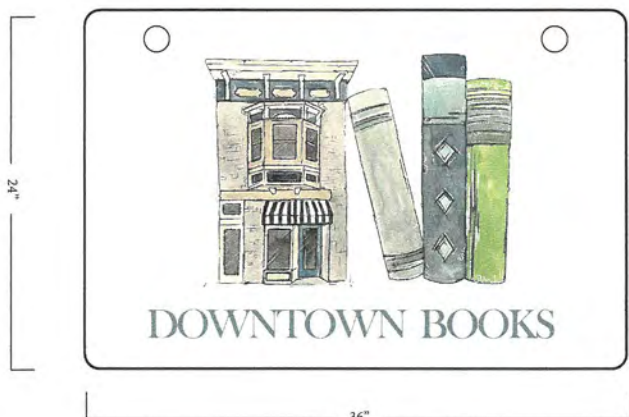
\_\_\_\_\_  
Chairperson, Architectural Review Board

\_\_\_\_\_  
Date



# DOWNTOWN BOOKS

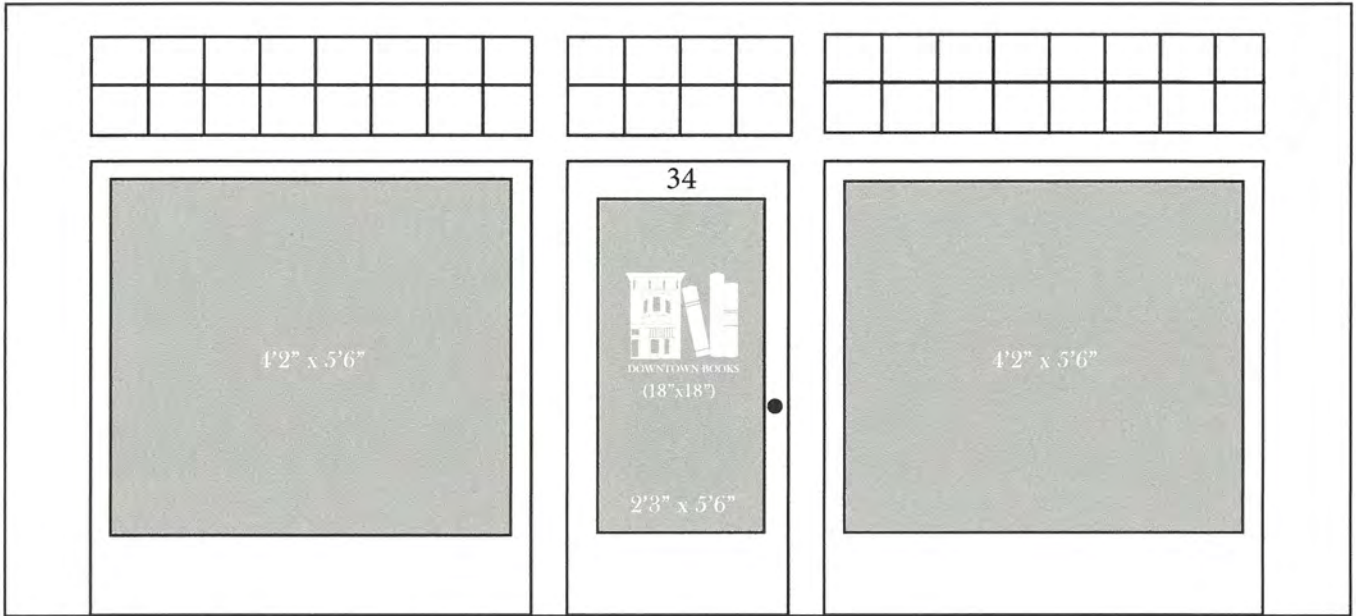
34 S MAIN STREET | LEXINGTON, VIRGINIA



Hanging sign mounted on existing rod.

Re-using the sign from current location  
at 13 W Nelson Street.

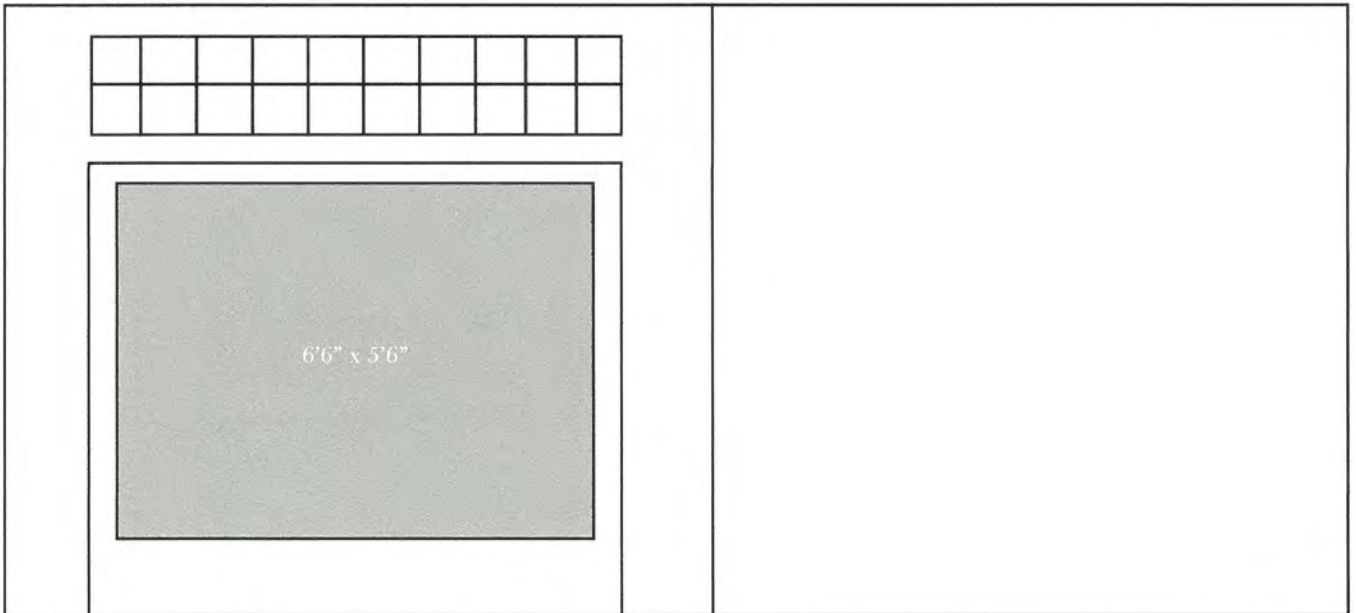
Outer dimensions are 24x36.



Front of store, facing onto Main Street.

White logo decal will be centered on the upper half of the door, measuring 18"x18".

Graphic not to scale.



Side of store, facing Corner Stone Bank.

Graphic not to scale.

**Lexington, VA Historic Downtown Preservation District COA  
COA 2023-11 7 North Jefferson Street Additional Exterior Improvements**

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<b>Project Name</b>	Exterior Improvements at 7 North Jefferson Street
<b>Property Location</b>	7 N. Jefferson Street
<b>Zoning</b>	C-1 Commercial/ Historic District
<b>Owner/Applicant</b>	Thomas Langston/Patrick Hennis

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### OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for additional exterior improvements at 7 North Jefferson Street.

#### *7 North Jefferson Street existing conditions*



The proposal is to enclose the residential entrance with a pier and metal gate and to install an additional exterior light fixture beside the residential entry door. The applicant proposes constructing a 42” tall, 24” wide block column (highlighted in yellow in the drawings included with the application), extending from the south end of the new stair tower toward Jefferson Street. The column will be covered in stucco to match the exterior finish approved for the rest of the stair tower addition. A custom fabricated metal gate, finished in black and matching the railings previously approved for the second floor porch, will be installed as shown in the attached architectural drawings (highlighted in blue). The

**Lexington, VA Historic Downtown Preservation District COA  
COA 2023-11 7 North Jefferson Street Additional Exterior Improvements**

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proposed light fixture would match the American Gas Lamp Works Westmoreland style fixtures already approved for the rest of the building's exterior.

**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 IV. Guidelines for Site Design on page IV-2.)

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

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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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: PATRICK HENNIS Phone: 540 464 1133  
 Company: PHOENIX CONST CO LLC Fax: \_\_\_\_\_  
 Address: 328 W MIDWAY IN LEX Email: PHENNIS@PHOENIXCON.COM  
 Applicant's Signature:  Date: 4/3/23

### Property Owner

Name: THOMAS LAWSON Phone: 412 986 9414  
 Address: 7 NORTH JOHNSON ST Email: \_\_\_\_\_  
 Owner's Signature:  Date: 4/10/23

### Architect/Designer

Name: BOB STEELE Phone: 804 344 0066  
 Company: BOB ARCHITECTURE Fax: \_\_\_\_\_  
 Address: 108 NORTH BIRCH ST, RICHMOND Email: \_\_\_\_\_

### Administration

23219

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.



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**Planning & Development Department**  
 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): 7 NORTH SEPTEMBER ST "A"

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

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

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

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

Approximate Age of Building: 108 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 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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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: \$120 - Sign Permit Application Fee: \$60 Amount Paid: \_\_\_\_\_

Case Number: HD COA- 2023 - 11

Date Received: 4/6/23 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 \_\_\_\_\_

**Phoenix Construction LLC**  
**328 West Midland Trail Suite A**  
**Lexington, VA 24450**  
**(540) 464-1133**  
**CBC, RBC #2705076196**

4/3/2023

**Regarding 7 North Jefferson Street**

We would like to enclose the residential entrance with a pier and metal gate. The materials will be as follows; approx. 42" tall, 24" wide, block column covered in stucco matching other stucco. A custom fabricated metal gate, matching the 2<sup>nd</sup> floor porch railings, finished in black.

Thank you,



Pat Hennis

BWE GATE - METAL TO MATCH  
 2ND FLOOR RAILING  
 ALREADY APPROVED

YELLOW COLUMN - 5' x 2' x 2' w/ STUCCO  
 TO MATCH  
 ALREADY APPROVED

LIGHT FOR DOOR - MATCHES PORCH LIGHTS  
 ALREADY APPROVED.





