



LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, August 17, 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. August 3, 2023 Minutes*
4. NEW BUSINESS:
 - A. **COA 2023-25: an application by Hugh Latimer for a Certificate of Appropriateness for exterior improvements at 4 Henry Street, Tax Map # 16-1-62, owned by Washington & Lee University.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
 - B. **COA 2023-26: an application by Sara Moore for a Certificate of Appropriateness for new signage for Cobblestone Shoppes at 121 S. Main Street, Tax Map #32-1-9D, owned by Sheridan Row Company, LLC.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
 - C. **COA 2023-27: an application by Sarah Hagenbuch for a Certificate of Appropriateness for new signage for well+being counseling at 129 S. Randolph Street, Tax Map #23-1-166, owned by Taylor Woody Jr.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision

D. COA 2023-28: an application by Jeanne Hepler for a Certificate of Appropriateness for a new projecting sign for the Collins & Hepler law office at 10 S. Randolph Street, Tax Map #23-12-7B, owned by Halestone Cottage, 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, August 3, 2023 – 5:00 p.m.
Second Floor Conference Room
Lexington City Hall
MINUTES

Architectural Review Board:

Present: C. Alexander, Chair
A. Bartenstein, Vice-Chair
J. Goyette
I. Small
J. Taylor, Alternate A

City Staff:

Arne Glaeser, Planning Director
Kate Beard, Administrative Assistant

Absent: B. Crawford, Alternate B

CALL TO ORDER:

C. Alexander called the meeting to order at 5:01 p.m.

AGENDA:

The agenda was unanimously approved as presented. (J. Goyette / I. Small)

MINUTES:

The minutes from the July 20, 2023 were unanimously approved as presented. (J. Goyette / J. Taylor)

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:

None

NEW BUSINESS:

A. COA 2023-23: an application by Scott Crumley for a Certificate of Appropriateness for exterior improvements and painting at 35 N. Main Street, Tax Map #17-1-29, owned by AnnieP, LLC.

- 1) Staff Report – This was an application for approval of a Certificate of Appropriateness for exterior improvements and painting to the one story addition at the back of the building at 35 N. Main Street. The proposal was to install 6 new steel glazing entrance systems along the south facing wall. Three of the existing openings would be enlarged and infilled with new steel and glass entrance doors to help harmonize the façade. The existing guest room entrance door glazing would be replaced with a matching steel and glass system, and a new fabric awning with embroidered signage and satin copper pole supports. Similarly, the new entrance to the event venue would include a fabric awning with embroidered signage. The steel glazing systems and awning fabric would be Off-Black in color, and the embroidered signage would be Dix Blue. Adjacent to the new entrances, wall mounted gas lanterns would be installed in a style to match existing lanterns. The existing southwest brick façade would be cleaned, repointed, and the applicant was now requesting to paint it Farrow and Ball Railings No. 31, rather than the lighter shade requested in the meeting packet. The applicant also requested approval for removing the existing brick knee

wall surrounding the existing patio and installing a continuous bluestone patio with a granite cobblestone band at the edge where the patio meets the asphalt drive.

- 2) Applicant Statement – Applicant, Scott Crumley, provided paint chips for the Farrow and Ball Off-Black and Railings colors. He explained the intent was for the walls to not perfectly match the color of the glazing and awnings. He said the owner was requesting the Railings color after conducting extensive research of images of structures with black windows and dark charcoal walls. The owner felt the look had a strong, classic, Brooks Brothers blue blazer feel, while the taupe and black color scheme felt overdone. He confirmed the only portion of the building to be painted was the south facing façade of the one story addition on the rear of the building. The original two story portion of the building facing Main Street would remain unpainted, as would the walls facing Randolph and Henry Streets. Responding to a question from J. Taylor, he confirmed three of the proposed entrances would be located in currently existing window openings which would be enlarged to accommodate the door systems.
- 3) Public Comment – None
- 4) Board Discussion & Decision – **J. Goyette moved to approve application HD COA 2023-23 as presented. J. Taylor seconded and the motion passed unanimously. (5-0)** Chair Alexander reminded the applicant that any additional improvements would require additional review and approval. Mr. Crumley offered to give any interested Board Member a tour of the building.

B. COA 2023-24: an application by Chy Clark for a Certificate of Appropriateness for the demolition of an existing building at 201 N. Randolph Street, Tax Map #17-1-143, owned by Chy Clark.

- 1) Staff Report – This was an application to approve a Certificate of Appropriateness for the demolition of the existing building at 201 N. Randolph Street. Director Glaeser reminded the Board that in the Residential Historic District, approval is required for the construction of a new main or accessory structure and for the demolition or moving of a main or accessory structure. He pointed out the considerational factors prescribed for evaluating an application for demolition, but remarked they were written to address whole, usable structures, which was not the case with the subject structure. He noted staff’s recommendation was in favor of the proposed demolition due to the significant damage caused by the fire, by the efforts to extinguish the fire, and by further deterioration of the structure over the past seven and a half years. He noted that, in addition to the narrative from the property owner, the application file contained a copy of the petition submitted by residents to City Council requesting demolition of the building, and a copy of the Building Official’s notice to the property owner that she had sixty days to determine a plan for the building. Also in the file were letters from the Historic Lexington Foundation and the City Manager. Chair Alexander acknowledged the difficulty of the situation but voiced disappointment that the request was for demolition of the building. She made the observation that the owner of a building in the Historic District benefits from the attractive appearance and enhanced property values that the district promotes, but those benefits come with responsibilities and obligations for the building’s maintenance and preservation. She remarked that the Board’s decision should be based on its duty to protect and preserve the City, and not on individual opinions.
- 2) Applicant Statement – None
- 3) Public Comment –

Cheryl Mackey, 201 Senseney Lane, said she avoided sitting on her porch in the evening because she hated looking at the condition of the property at 201 N. Randolph Street. She said the house had been allowed to sit in its current condition for too long and it was time for something to be done.

Dee Joyce-Hayes, President of the Historic Lexington Foundation, read into the record a letter stating that HLF could not in good faith oppose the demolition. A copy of the letter is attached as Appendix A.

Beatrice Johnson, 205 Massie Street, said she too had a direct view of the “shambles” at 201 N. Randolph Street. She remarked the state of the property was disheartening, dangerous, and even HLF could see it was an eyesore that should have been addressed long ago. She said the neighborhood had been patient but its patience had worn out. She appreciated the intent to preserve the building but pointed out the intent was meaningless without action.

Marquita Dunn, 222 Massie Street, recounted conversations she has had with out of town visitors to the neighborhood who have told her they would not want a similar property near their homes. She said to allow the property to continue in its current condition would be unfair to the tax paying citizens who are its neighbors. She asked the Board to consider whether a property on Main Street or any other neighborhood in the City would have been allowed to exist in such a condition for so long. She acknowledged the historical significance of the property in its earlier form, but pointed out that Black Dog Salvage had removed anything of value and the remainder of the building had been open to the elements for seven years.

Sarah White, 201 Massie Street, said she was in support of demolition of the structure, but expressed concern that the safety of the neighborhood be considered during the demolition process, especially with respect to asbestos abatement.

- 4) Board Discussion & Decision – Responding to questions from the Board, A. Glaeser said the owner had not given any indication of what was planned for the property should the demolition be approved. He said, from a zoning standpoint, the property consisted of two parcels, each of which could be used for the construction of up to a two family dwelling. He explained the property would remain in the Residential Historic District and any new construction on the property would require approval from the ARB, but the resulting structures would presumably be considered non-contributing. C. Alexander voiced disappointment that no effort was ever made by any of the last three owners to mothball the structure or to protect it from further damage from the elements. There was discussion of the structure’s historical significance during which J. Goyette commented that HLF had always expressed support for saving the building and C. Alexander noted a photograph of the building graced the opening page of the City’s Design Guidelines section for Vacant Buildings. A. Glaeser reviewed the options available to the applicant should the Board deny the application. He explained the applicant could appeal the decision to City Council or avail herself of the by-right demolition process if she was able to meet those specific conditions. Citing the written narrative included in the application, J. Goyette remarked that, while disheartening and sad, she believed demolition of the building was a foregone conclusion, given its condition. **J. Goyette moved to approve application COA 2023-24 to demolish the existing building at 201 N. Randolph Street as presented.** She said it was a difficult motion to make but she felt a responsibility to the City and its residents, who deserve better. **I. Small provided the second.** C. Alexander countered by expressing concern that an approval of the application would be setting a

precedent and creating a path that others could take when they buy a building that is in significant need of repair. I. Small said he understood her concern and also thought it was tragic that nothing had been done to save the subject building, but he could also understand the neighbors' frustration and did not doubt the building's current condition posed a health and safety risk. He said he believed, given the level of damage to the building, the best option at this point was to demolish it. A. Bartenstein added it was particularly unfortunate that the historical artifacts were salvaged from the building and remarked that in allowing that to occur, the property owner, the City and the preservation community had failed the larger community. **Chair Alexander called for a vote and the motion carried. (4-1)**

Chair Alexander thanked those members of the public in attendance for their interest and comments. She encouraged interested parties to apply to serve on the Architectural Review Board which currently has a vacant seat.

OTHER BUSINESS:

A. Glaeser reported there were three items for the next meeting's agenda.

ADJOURN:

The meeting adjourned at 5:42 p.m. (I. Small / J. Taylor)

C. Alexander, Chair, Architectural Review Board

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-25 – 4 Henry Street Installation of Window A/C Units**

Project Name	Installation of Temporary Window A/C Units at 4 Henry Street
Property Location	4 Henry Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Washington & Lee University / Hugh Latimer

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for the temporary installation of seventeen (17) windows air conditioning units in the Nuestro Hogar Latino theme house at 4 Henry Street, formerly the Sigma Nu fraternity.

4 Henry Street existing conditions



**Lexington, VA Historic Downtown Preservation District COA
COA 2023-25 – 4 Henry Street Installation of Window A/C Units**

The University intends to install house-wide split system air conditioning in this building but was unable to have the installation completed before students return to campus for this fall term. The house-wide project has therefore been delayed until the summer of 2024, and the University is requesting an interim cooling solution. The request is for the installation of 17 window air conditioning units (one in each resident room and one in the Living room) for the fall term of 2023 only. The units would be permanently removed in mid-November. The window air conditioning units would be distributed as follows:

- (7) on the front of the building, facing Henry Street – 3 on the second floor and 4 on the third floor;
- (8) on the rear of the building – 1 on the first floor, 3 on the second floor, and 4 on the third floor; and
- (2) on the south side of the building – 1 on the second floor and 1 on the third floor.

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.F Site Design – Site Appurtenances on pages IV-8.)

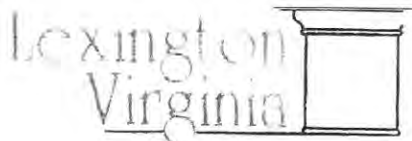
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-25 – 4 Henry Street Installation of Window A/C Units**

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

Staff Comment

Staff finds the proposed improvements meet the zoning criteria.



www.lexingtonva.gov

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

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

Applicant¹

Name: Hugh Latimer Phone: 540-855-8959

Company: Washington and Lee University Fax: _____

Address: 204 W. Washington St. Email: hlatimer@wlu.edu

Applicant's Signature: [Signature] Date: 7/17/23

Property Owner

Name: Washington and Lee University Phone: 540-855-8959

Address: 204 W. Washington St. Email: hlatimer@wlu.edu

Owner's Signature: [Signature] Date: 7/17/23

Architect/Designer

Name: N/A (Hugh Latimer for Phone: _____
Washington & Lee)

Company: _____ Fax: _____

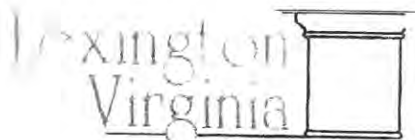
Address: _____ Email: _____

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.



www.lexingtonva.gov

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

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

Address (or location description): 4 Henry Street

Tax Map: 161 62 Deed Book and Page #: _____

Acreage: < 1 acre Zoning (attach any existing conditions or proffers): C-2

Property Doing Business As: Washington and Lee University

Historical Name of Building: Sigma Nu Fraternity

Approximate Age of Building: 93 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 - *temporary Addition of Window Air Conditioners*
 - 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

This application is to temporarily install (17) window air conditioners in the Nuestro Hogar Latino theme house at 4 Henry Street, formerly the Sigma Nu fraternity. The university has an ongoing plan to centrally air condition each of the university's theme houses.

The university plans to install house-wide split system air conditioning similar to what was recently installed in 101 North Jefferson Street. However, the university was not able to schedule a house-wide split system project this summer that could have construction completed by the time the students return this fall term. So the university has delayed this house-wide split system air conditioning project until the summer of 2024.

In the meantime the university requests to install temporary window air conditioning units in the resident rooms for the fall term of 2023. These air conditioners (one per resident room plus one in the Living Room) would remain in operation/in place for three months through the fall season, to mid-November. At that time they would be permanently removed. Air conditioning would not be available in the house in spring term of 2024.

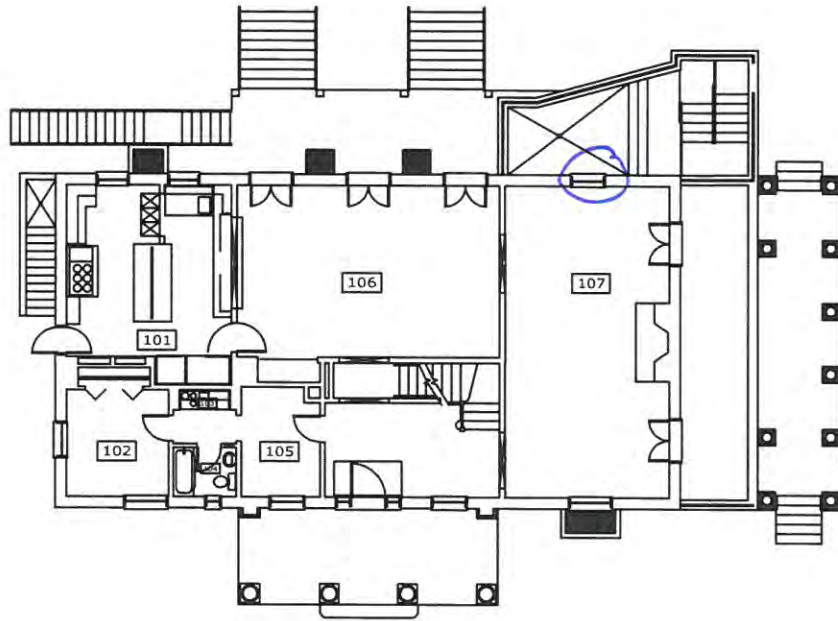
Please see the attached floor plans and building elevations for the resident room windows to receive air conditioners. This is the distribution of 17 air conditioners:

First Floor: (1) at the west side/rear (Living Room)

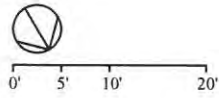
Second Floor: (3) at the east side/Henry St.
(3) at the west side/rear.
(1) at the south side

Third Floor: (4) at the east side/Henry St.
(4) at the west side/rear.
(1) at the south side

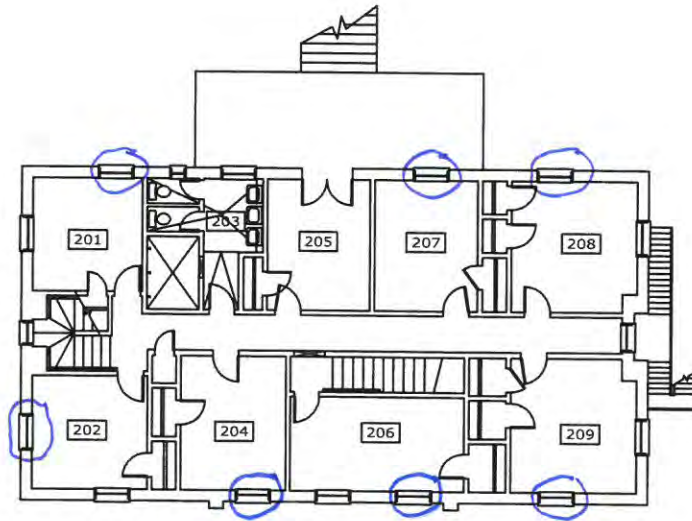
Washington and Lee University
Frat Sigma Nu - First Floor



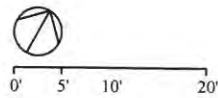
(1) this floor



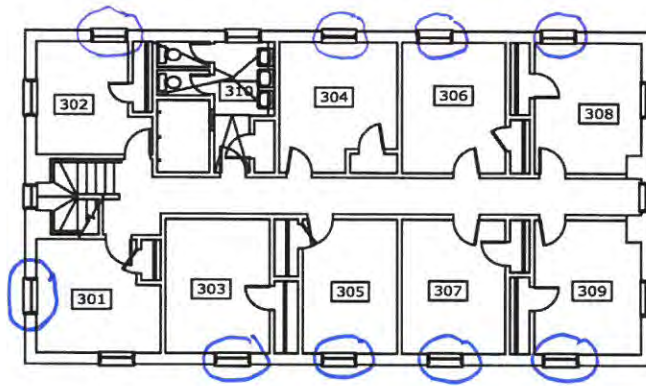
Washington and Lee University
Frat Sigma Nu - Second Floor



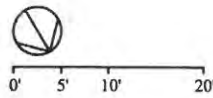
(7) this floor



Washington and Lee University
Sigma Nu Fraternity - Third Floor



(9) this floor





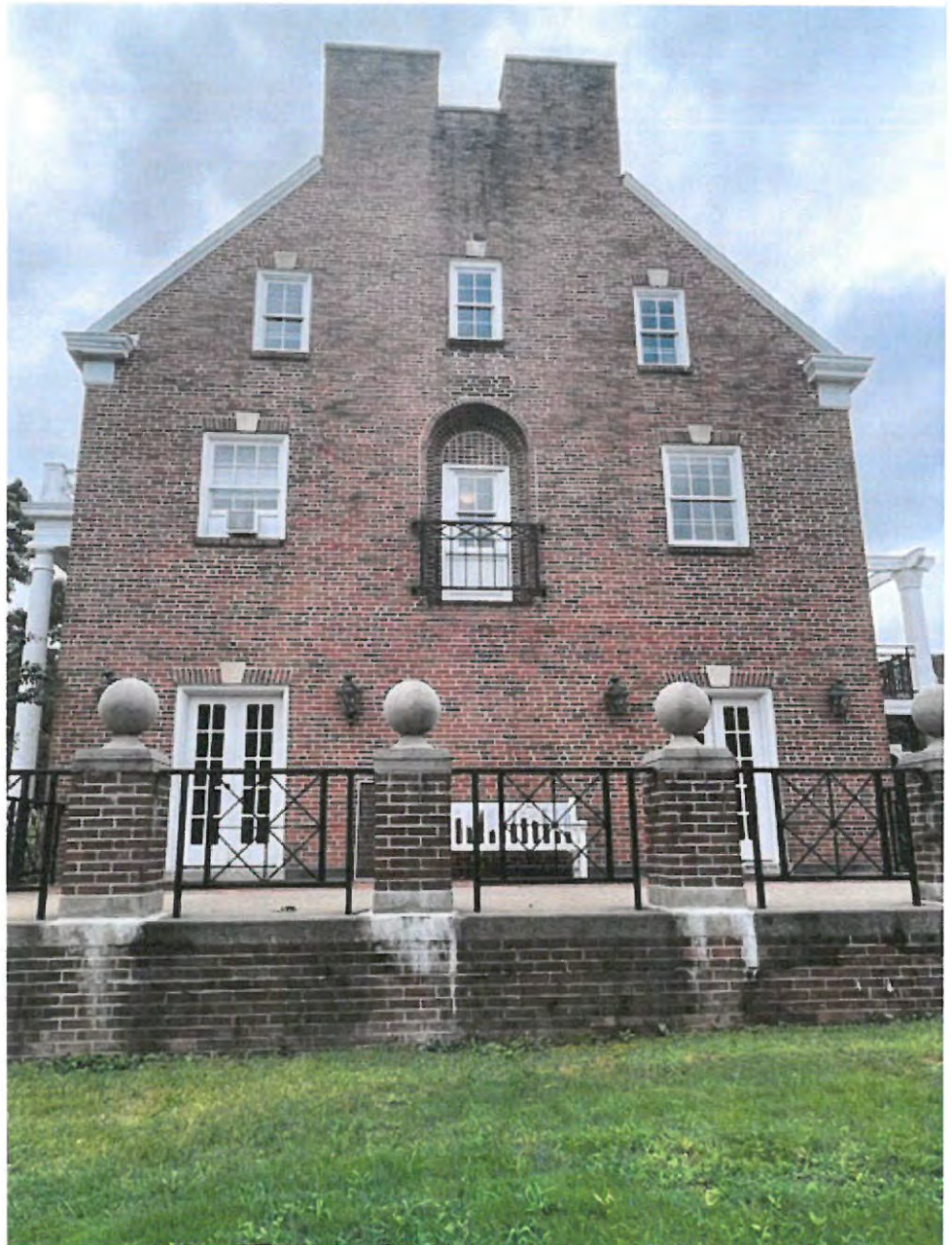
Henry Street (east side)

7 units



Rear (west side)

8 units



Jefferson Street (North side)
No units



South side
2 units

Project Name	New signage for Cobblestone Shoppes
Property Location	121 South Main Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	/Sara Moore

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign, a new wall sign, new window signage, and a new door sign for the Cobblestone Shoppes new location at 121 South Main Street.

121 South Main Street existing conditions



The proposed projecting sign, to be located between the two storefront awnings, is a 36” x 36” double-sided sign made of ½ inch thick komacel with print and laminate applied. The text and graphics will be Dark Blue and Taupe Stones in color on a White background. The fonts used for the text will be Cardo and Saturday Script. The sign will be hung from 36” x 60” bracket made of 2” tubular steel with a gloss black paint finish. The proposed wall sign, to be located above the awning for the recessed entrance, is a 12” x 75” rectangular sign made of ½ inch komacel with print and laminate applied. It will feature Taupe Stones text and border on a Dark Blue background. The font used for the text will be Overlook. Neither sign will be illuminated. The window signs consist of 2 ½ inch white vinyl text applied to the bottom of the four storefront windows spelling out the words *Shoe & Leather Repair*,

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-26 121 S. Main Street Signs**

Artisan Leather Bags & Accessories, Custom Leather Goods Made on Site, and Personalized Gifts, which will be 31", 51.5", 52" and 27" wide respectively. The text will be in Overlook font. The door sign is a 16" x 15" white logo on translucent vinyl applied to the right entry door glass. Sign graphic and mounting hardware details are included in the application, as are vinyl samples.

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.

Staff Report

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-26 121 S. Main Street Signs**

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

SIGN PERMIT APPLICATION

Applicant¹	
Name: <u>SARA MOORE</u>	Phone: <u>540-461-8248</u>
Company: <u>COBBLESTONE SHOPPES, INC.</u>	Fax: <u>N/A</u>
Address: <u>121 S. Main Street, Lex.</u>	Email: <u>cobblestoneshoppes@gmail.com</u>
Applicant's Signature: <u>Sara R. Moore</u>	Date: <u>8/2/2023</u>
Property Owner	
Name: <u>Trez Sebrell</u>	Phone: <u>540-522-8328</u>
Address: <u>525 Taylor St.</u>	Email: <u>trezholmes@verizon.net</u>
Owner's Signature: <u>[Signature]</u>	Date: <u>7/31/23</u>
Sign Contractor	
Name: <u>MEUSSA HUNDLEY</u>	Phone: <u>540-620-1216</u>
Company: <u>BEAR MOUNTAIN SIGNS</u>	Fax: <u>N/A</u>
Address: <u>422 E. Ridgeway St, Covington VA</u>	Email: <u>bearmountainva@gmail.com</u>
Proposal Information²	
Address (or location description): <u>121 SOUTH MAIN ST, LEX</u>	
Tax Map: <u>23-1-94D</u>	Deed Book and Page #: _____
Acreage: _____ Zoning (attach any existing conditions or proffers): _____	
Property Doing Business As: _____	
Overlay District:	
<input checked="" type="checkbox"/> Historic (requires Architectural Review Board review and approval)	
<input type="checkbox"/> Entrance Corridor (requires Planning Commission review and approval)	
<input type="checkbox"/> 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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 300 East Washington Street
 Lexington, Virginia 24450
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www.lexingtonva.gov

Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	<u>two-sided Blade / Hanging</u>	<u>9 sq. ft</u>	<u>3'</u>	<u>3'</u>
Sign 2	<u>Overhead Sign</u>	<u>6.25 sq. ft</u>	<u>75"</u>	<u>12"</u>
Sign 3	<u>Window Vinyl</u>	<u>3.91 sq. ft</u>		<u>2 1/2"</u>

Street Frontage (width) of business space in feet 18'

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: 8 feet

What materials will be used? 1/2" thick KOMECEL W/PRINT & LAMINATE APPLIED, VINYL

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

* ACTUAL * SAMPLES TO BE PROVIDED @ MTF

Total window area 103 sq. ft.

BLADE / HANGING SIGN ²⁵

SIZE: 3' x 3' (9 sq.ft.) TWO-SIDED

MATERIALS: 1/2" THICK KOMECEL W/ PRINT &
LAMINATE APPLIED

COLORS:

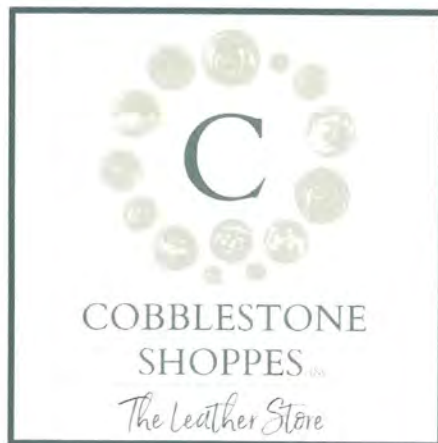
TAUPE
STONES

WHITE
BACKGROUND

DARK BLUE
BORDER & TEXT



FONTS: CARDO (Cobblestone Shoppes, Inc. & "C")
SATURDAY SCRIPT (The Leather Store)



OVERHEAD SIGN

26

SIZE: 12" X 75" (6.25 sq.ft)

MATERIALS: 1/2" THICK KOMECEL W/ PRINT &
LAMINATE APPLIED

COLORS:



DARK BLUE
BACKGROUND



TAUPE
BORDER & TEXT

FONT: OVERLOCK (THE LEATHER STORE)



WINDOW VINYL

27

SIZE: ALL TEXT IS 2 1/2" HIGH

MATERIALS: VINYL

COLOR: WHITE

FONT: OVERLOCK

TEXT: (L to R)

Total Sq. ft. 3.91

- Front left : SHOE & LEATHER REPAIR
(31" Long)
- Left inset : ARTISAN LEATHER BAGS &
ACCESSORIES (51.5" Long)
- Left door : Blank
- Right door : COBBLESTONE LOGO
(15" W X 16" H)
- Right inset : CUSTOM LEATHER GOODS
MADE ON SITE (52" Long)
- Right front : PERSONALIZED GIFTS
(27" Long)

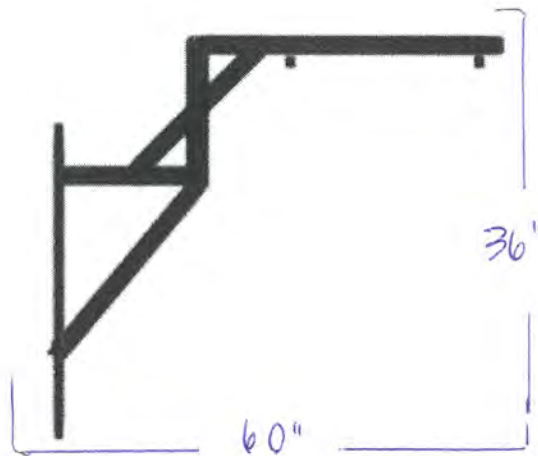
HANGING SIGN BRACKET

SIZE: 36" H X 60 L

MATERIAL: STEEL - 2" TUBULAR

FINISH: GLOSS BLACK PAINT

FABRICATOR: RAILS END





OVER HEAD SIGN
12" X75" (6.25 SQ.FT.)

BLADE SIGN(DOUBLE SIDED):
3'X3'+ 9SQ.FT.

BOTH SIGNS MADE FROM:
1/2" KOMECEL WITH PRINT
& LAMINATE APPLIED TO FACE



COBBLESTONE SHOPPES
The Leather Store

ALL TEXT IS 2" tall

- 31" long **SHOE & LEATHER REPAIR**
- 51.5" long **ARTISAN LEATHER BAGS & ACCESSORIES**
- 52" long **CUSTOM LEATHER GOODS MADE ON SITE**
- 27" long **PERSONALIZED GIFTS**

TOTAL SQ.FT. OF ALL WINDOW LETTERING: 3.91 SQ.FT

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-27 129 S. Randolph Street New Signage**

Project Name	New sign for well+being counseling
Property Location	129 South Randolph Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Taylor Woody, Jr. / Sarah Hagenbuch

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for new signage for the well+being counseling business at 129 South Randolph Street. The applicant is requesting a new wall mounted sign. The sign will be a 36" x 14" x 4mm single-sided, metal & plastic composite board with a laminated digital decal applied to the front and sealed edges. It will feature text and graphics in dark blue (#0b203c), grey (#8b8482), blue-grey (3f4e63) on a white background. The sign will be mounted on the wall to the left of the entry. Additional sign details are included in the application materials, and the applicant will provide samples at the meeting.

129 S. Randolph Street existing conditions



**Lexington, VA Historic Downtown Preservation District COA
COA 2023-27 129 S. Randolph Street New Signage**

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 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

SIGN PERMIT APPLICATION

Applicant¹

Name: Sarah Hagenbuch Phone: 540.212.4111
 Company: well + being counseling Fax: _____
 Address: 129 S. Randolph St. Email: Sarah@wellbeing-counseling.com
 Applicant's Signature: [Signature] Date: 6.3.23

Property Owner

Name: Taylor Woody Jr Phone: 817-5981
 Address: 927 Shenandoah Rd Email: tgwoody2@gmail
 Owner's Signature: [Signature] Date: _____

Sign Contractor

Name: Donelle De Witt Phone: 540-460-2045
 Company: DDGA&I, LLC Fax: _____
 Address: 94 Little House Lane, Lexington, VA 24450 Email: donelle888@mac.com

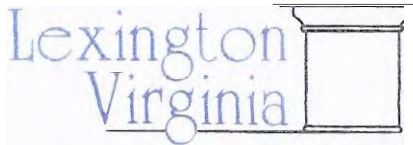
Proposal Information²

Address (or location description): 129 S. Randolph Street, Lexington, VA 24450
 Tax Map: _____ Deed Book and Page #: _____
 Acreage: _____ Zoning (attach any existing conditions or proffers): _____
 Property Doing Business As: _____

Overlay District:

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

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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 Lexington, Virginia 24450
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Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	Wall Mount	3.5 sq ft	36"	14"
Sign 2				
Sign 3				

Street Frontage (width) of business space in feet 54

Street Frontage (width) of building in feet 54

Are other signs currently displayed on the same building? Yes No Not visible from that side.

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? Composite board (aluminum over plastic core 4mm), digital decal with UV lamination

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



well+being

COUNSELING

Sarah Hagenbuch

Linear Frontage = 54'

Wall Mount Sign:
36" x 14" x 4mm (3.5 sq. ft.)

single-sided, metal & plastic Composite board, laminated digital decal applied front side, edges clear sealed.

Colors:


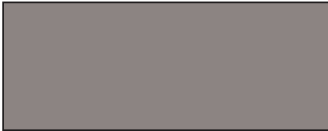


Dark Blue, Grey, Blue-Grey, White

Prepared by

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

Logo Design, Desktop Publishing, Signs, Banners & more

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

BENJAMIN MOORE PAINT COLOR MATCHES	Polo Blue		#0b203c
	Chelsea Gray		#8b8482
	Van Deusen Blue		#3f4e63
	Chantilly Lace		

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-28 10 S. Randolph Street New Sign**

Project Name	Collins & Hepler New Sign
Property Location	10 South Randolph Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Halestone Cottage LLC / Jeanne Hepler

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign for the law office of Collins & Hepler at 10 S. Randolph Street. The proposal is for a 27” x 21” double-sided sign made of ½ inch komacel with vinyl decal and laminate applied. It will feature graphics and lettering in white and 50% black on a black background. The sign will be hung from a 48” long black, steel, scroll sign bracket and will not be illuminated. Additional sign details are included in the application.

10 South Randolph Street 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

**Lexington, VA Historic Downtown Preservation District COA
COA 2023-28 10 S. Randolph Street New Sign**

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

SIGN PERMIT APPLICATION

Applicant¹

Name: Jeanne Hepler Phone: 540-570-5326

Company: Collins & Hepler, PLC Fax: 888-389-3998

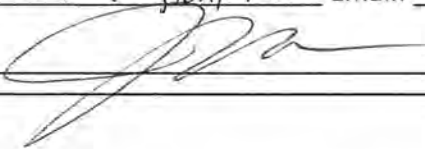
Address: PO Box 59 Covington, VA 24426 Email: hepler@collinshepler.com

Applicant's Signature:  Date: 8/4/2023

Property Owner

Name: Halestone Cottage, LLC Phone: 540-570-5326

Address: 701 Thornhill Rd. Lexington, VA Email: hepler@collinshepler.com

Owner's Signature:  Date: 8/4/2023

Sign Contractor

Name: Bear Mountain Signs Phone: 540-620-1216

Company: Bear Mountain Signs Fax: _____

Address: 422 E. Ridgeway St. Clifton Forge VA 24422 Email: bearmountainva@gmail.com

Proposal Information²

Address (or location description): 10 South Randolph St. Lexington, VA 24450

Tax Map: 23-12-7B Deed Book and Page #: 1N 00220603265

Acreage: 0.05 Zoning (attach any existing conditions or proffers): C-1

Property Doing Business As: Collins & Hepler, PLC

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.



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

www.lexingtonva.gov

Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	<u>Hanging</u>	<u>3.9 (approx)</u>	<u>27"</u>	<u>21"</u>
Sign 2	_____	_____	_____	_____
Sign 3	_____	_____	_____	_____

Street Frontage (width) of business space in feet 55.8 feet

Street Frontage (width) of building in feet 25 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 _____

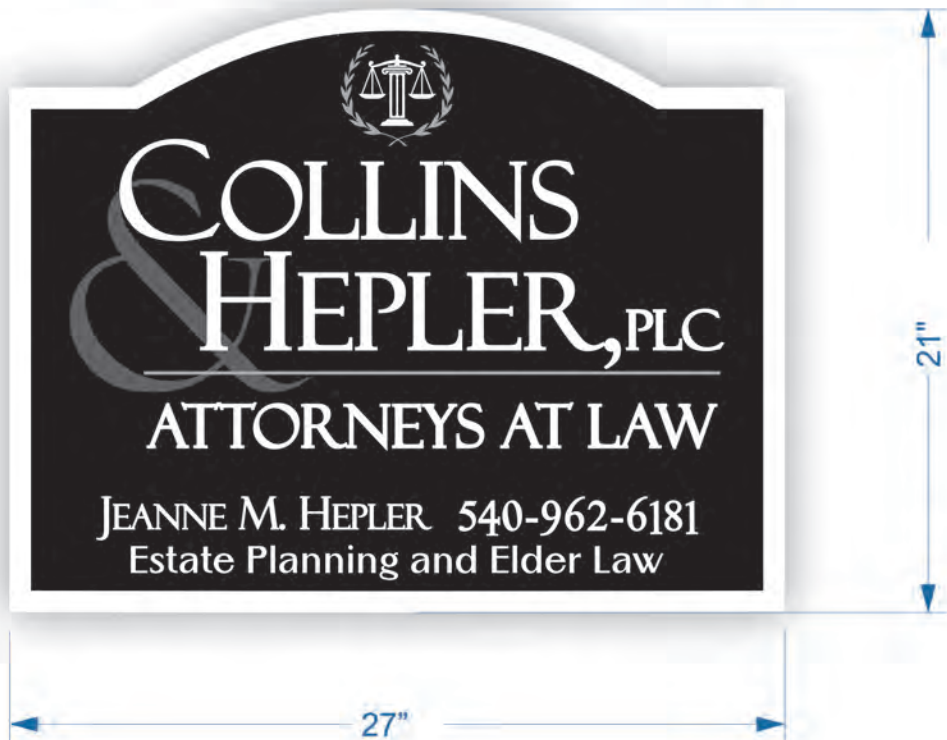
If a projecting sign, clearance from sidewalk: _____ feet

What materials will be used? PVC

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



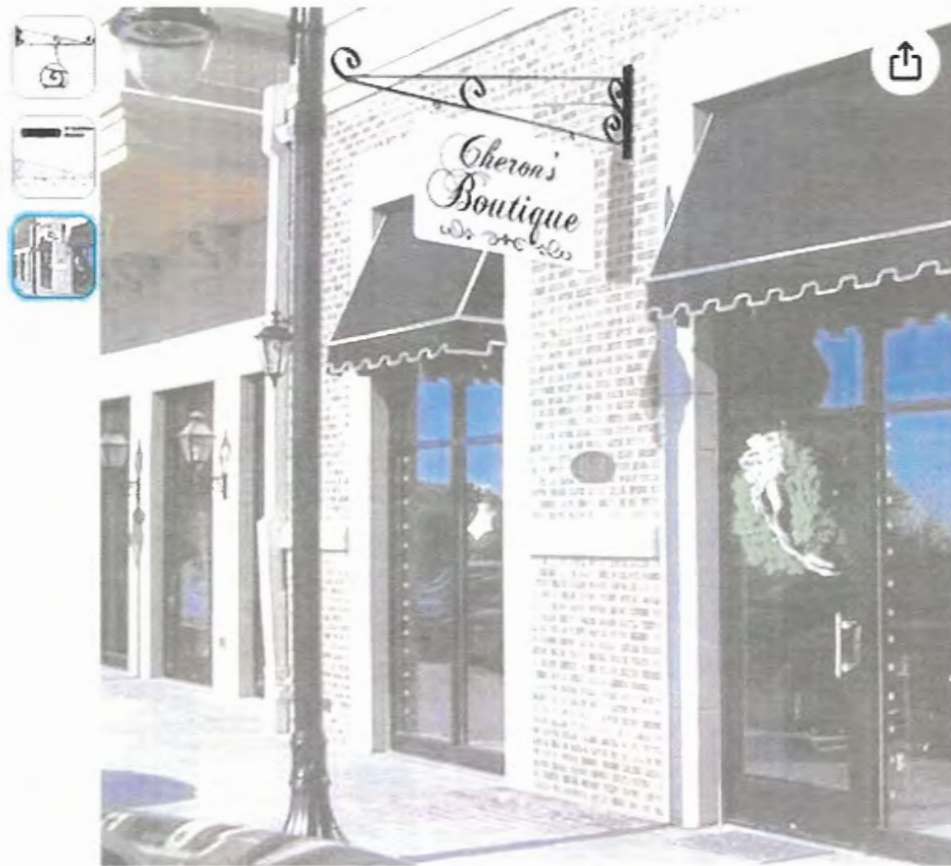
sign made from 1/2" thick (PVC) Komecel/white.

Colors:

Symbol, leaves & line: 50% black

Text: White

Bakground: black



Roll over image to zoom in

Brand	Signs Direct
Material	Steel
Item Weight	27.25 Pounds
Mounting Type	Wall Mount

About this item

- 48" Scroll Bracket (bracket only)
- The 48" long bracket can hold signs up to 36"x24"
- Includes "S" hooks for hanging sign on bracket
- Holes are on 23" centers
- ** Sign Blank or mounting hardware not included **

Additional Details

Small Business



This product is from a small business brand. Support small. [Learn more](#)