

Leesburg



2022



ANNUAL REPORT

Board of Architectural Review

www.leesburgva.gov/BAR

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Lynch-Tebbs house
sketch by Pyrancata



ACKNOWLEDGEMENTS

The Leesburg Board of Architectural Review (BAR) is pleased to present to the Leesburg Town Council an annual report for the 2022 calendar year. The information contained within this report is a summary of projects reviewed by the Board along with signature accomplishments for the year and an outline of the goals for 2023.

2022 BAR Members

Voting Members	
Helen Aikman, Chair	Teresa Minchew, Vice Chair
Julie Pastor, Parliamentarian	Erin Nicholson (Jan-Nov)
Robert Nichols (Nov-Dec)	Tom O'Neil
Paul Reimers (Jan-July)	Don Scheuerman
Non-Voting Members	
Zach Cummings, Liaison Town Council	Gigi Robinson, Liaison Planning Commission
Staff Liaisons	
Lauren Murphy, Preservation Planner	Debi Parry, Preservation Specialist

ACKNOWLEDGEMENTS

The Board would like to thank departing BAR Members Teresa Minchew and Erin Nicholson for their service to the Town.

Teresa Minchew tirelessly dedicated her time and expertise in design and preservation to the BAR from 1996 to 2022, serving multiple terms as Chairman and Vice Chairman of the Board. Additionally, Teresa played an instrumental role in the 2009 H-1 Historic District design guidelines rewrite and the development of design guidelines for the Gateway District.

Erin Nicholson contributed greatly to the Board of Architectural Review during her service on the Board from 2021-2022 lending her expertise in design and commercial real estate.

REMEMBERING PAUL REIMERS



Photo courtesy
of the
Reimers family

The BAR wishes to recognize and remember the contributions and memory of our friend, Paul Reimers, who passed away unexpectedly in July 2022. There was hardly a greater friend to Historic Leesburg than Paul. Through his expert restoration and construction work, his analysis of hundreds of cases while on the BAR and his stewardship of the historic resources he owned, Paul's fingerprints can be seen throughout the Leesburg Historic District. His style and dedication to detail and design is easily recognizable in Leesburg.

Paul was a champion of traditional construction and design. His dedication to historic preservation spanned his entire career and will be a lasting legacy to his talent for doing the right thing and doing it well. His absence is keenly felt by all who knew him but his dedication to public service and memories of his smile, which could light up the Council Chambers, will remain with us forever.

2022 IN REVIEW

In 2022, the Board of Architectural Review addressed three long standing goals:



Revise BAR Bylaws & Rules of Procedure

A subcommittee of the BAR reviewed the Board's Bylaws and Rules of Procedure in 2022. In November, the subcommittee's recommendations were presented to the Board and formally adopted in December. This was the first update since 2010.



Reinstitute Recognition Program for Outstanding Projects

In 2022, the BAR partnered with the Loudoun Preservation Society, Loudoun County and the towns of Middleburg & Purcellville to reinstitute the Joint Architectural Review Board Awards Ceremony which was held in the fall. Additional information can be found on page 9.



Amend the Zoning Ordinance for Administrative Reviews

In January, 2022, the Town Council adopted amendments to the Zoning Ordinance which expanded the types of projects within the H-1 Old and Historic District that are eligible for administrative review. This has provided applicants with a streamlined review process and allowed the BAR to focus on more complex applications.

BAR Member Training

Because Leesburg is a Certified Local Government, BAR members are required to attend training each year.

In October, BAR members attended virtual sessions as part of the National Trust for Historic Preservation's annual "Past Forward" conference. In light of the ongoing COVID-19 pandemic, the conference was held virtually for the second year in a row. This conference provides an opportunity for preservationists from all over the country to collaborate and teach each other.

In addition to the Past Forward conference several other Board members attended virtual trainings throughout the year including technical trainings about historic materials and preservation best practices.



OUTREACH & COLLABORATION

Joint Architectural Review Board (JARB) Awards

For the first time since 2016, the Loudoun Preservation Society, Loudoun County Government, Town of Leesburg, Town of Middleburg and Town of Purcellville gathered to honor Excellence in Preservation during the Joint Architectural Review Board (JARB) Awards.

Members of the JARB met in July to pick winners in several categories representing excellence in the areas of Adaptive Reuse, Additions & Rehabilitation, Architectural Details, Compatible Construction, and Excellence in Public Art. The awards ceremony was held at Kalero Vineyard on September 22nd.

Of the **13** awards presented, **7** were located within Leesburg's Old & Historic District:

- **207 South King Street**, for the rehabilitation of the Historic Coca Cola Bottling Plant
- **28-32 South King Street**, for the rehabilitation of the building at the corner of King and Loudoun Streets
- **330 W. Market Street**, for the innovative storm doors on the second story of the historic c. 1899 Laundry House loft behind the historic Edward Nichols House
- **13 S. King Street**, for the new entryway door on King Street
- **24 S. King Street**, for sensitive and contextually appropriate alterations, specifically the "walk up" window for coffee service
- **1 N. King Street**, This property received recognition for the restoration of wood windows along the Market Street façade and for innovative signage
- **218 Cornwall Street NW**, overall restoration of the property including sensitively designed additions and new dependencies at the c. 1905 Queen Anne residence



218 Cornwall St NW



207 South King St

OUTREACH & COLLABORATION



Referral Reviews

The BAR referral process was developed to better coordinate the work conducted by the Planning Commission and Board of Architectural Review for rezoning or special exception applications proposed within the H-1, H-2 or Gateway districts. As part of referral review, the Board receives a brief presentation before discussing the proposal with the applicant. A summary of the Board's comments and identification of high level issues that may arise during the subsequent formal COA process are provided to the Planning Commission & Town Council during their review.

In 2022, there were **4 legislative applications** brought forward for review under the referral process, including:

- TLZM-2021-0012 & TLSE-2021-0008 - Russell Branch Retail
- TLZM-2022-0005 - Lidl Grocery Store
- TLZM-2021-0002 & TLSE-2021-0002 - Meadowbrook Neighborhood Center
- TLZM-2021-0006 Hamblet Rezoning

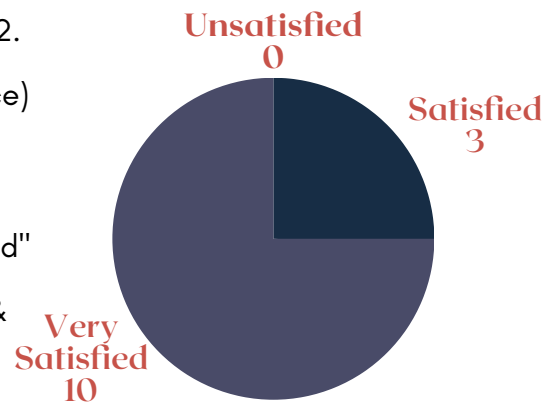
BAR Applicant Survey

The BAR continued the applicant satisfaction questionnaire into 2022. Of the 72 applications reviewed by the BAR, the questionnaire was sent to **47** applicants (duplicate applicants received the link only once) who were asked to reflect upon their most recent experience if they attended a meeting more than once during the year. **13** responses were received.

All respondents indicated they were either "satisfied" or "very satisfied" with their BAR process from application through approval. As expected, the majority were residential applicants from the H-1 Old & Historic District and most were already generally familiar with the requirements of the Historic District program. Only **1** respondent indicated they were informed of the historic district requirements by Town staff. Most respondents found their application process easy or manageable with only **2** noting they found the application process "difficult". These two applicants specifically noted in their comments that the projects themselves were complex and required assistance from a contractor or architect.

Suggestions for process improvements from the questionnaire include shorter meetings (even if it means delaying applications to a subsequent meeting), streamlined or updated design guidelines, and a specific suggestion to offer a separate form for window replacements, which the BAR will consider in 2023. Finally, Town staff were specifically noted as being helpful in nearly every response to the questionnaire.

Overall Satisfaction



Ease of Application Process



11 out of 13 noted application process as "easy" or "manageable"

NOTABLE CASES

205 North King Street

Early in 2022, the Board reviewed an application to construct a side and rear addition at 205 North King Street, locally known as Harrison Hall or the Glenfiddich House. The original log cabin structure was constructed in 1780 and the most recognizable Italianate block was added in the 19th century.



The addition, as approved, will appear as a new wing to the north of the Italianate block and will also span across the rear of the structure. Further, the addition necessitated the relocation of two historic dependencies on site, approved by the BAR under a separate application.

Given the historic significance of this structure, the applicant wanted to preserve the existing floorplan to show the evolution of the home. The BAR held a site visit and three work sessions with the applicant and their architect as they worked to finalize the design. The final design allows for the home to evolve sensitively to meet the needs of its new owner while retaining its historic integrity.

1003 Edwards Ferry Road NE

In March the BAR held a public hearing to consider façade alterations for the former Ruby Tuesdays restaurant building in the Battlefield Shopping Center. This property is located in the Edwards Ferry Gateway.

The Gateway Overlay District was established by the Town Council in 2020. This property was not included in the H-2 Corridor District.

The proposed façade alterations were in keeping with the Gateway District Design Guidelines and the application was approved the same evening as the public hearing. This case represented a major tenant of the district which calls for franchise applicants to help relate their architecture to Leesburg.



NOTABLE CASES

5 South King Street

The commercial structure at 5 South King Street was constructed circa 1880 and has housed China King restaurant for over 35 years. The structural glass storefront is a character defining feature of this historic structure as it is the only such storefront in Town. The glass panels had previously been repaired several years ago but were cracked and beyond repair in 2022.

With the encouragement of preservation staff, the owner of the structure received a Backing Historic Small Restaurants Grant from the National Trust of Historic Preservation which provided funding to repair the storefront. This grant program is in its second year and awarded a collective \$1 million in funding to 25 historic restaurants throughout the country in 2022. Restaurants must have been in operation for at least 25 years to qualify. China King was the only restaurant in Virginia to receive a grant through this program.

Vitrolite and Carrera glass are no longer manufactured and are in very limited supply; as are contractors familiar with this material. Due to the limited supply, a color change was necessary to move forward with the repair.

The new glass was installed in late 2022 and has provided a refreshed appearance along the South King streetscape.



ADVOCACY & ENFORCEMENT

Union Street School

On October 17, 2022, the BAR held a public hearing regarding a proposed addition to the historic Union Street School at 20 Union Street NW. This building was constructed circa 1883, known as the Leesburg Training School, Loudoun Training School and later as Douglass Elementary. The building served as an African American schoolhouse, operating during the Jim Crow era of segregation, until its closure in 1959. The approved addition will facilitate accessible entrance to the building and adaptive reuse as a museum.



Historic Photo Courtesy of Loudoun County

During this same meeting, the Board authorized Chairman Aikman to submit a formal letter, on behalf of the BAR, supporting the nomination of this schoolhouse to the National Register of Historic Places as prepared by the County of Loudoun. The nomination will move forward in 2023.

Site Visits

In 2022, the BAR held **8** site visits related to Certificate of Appropriateness applications under consideration.

These site visits allow the BAR to uncover evidence regarding the approximate age of a structure, the condition of architectural elements, and/or shadows of historic fabric which may have been removed or hidden. Additionally, site visits allow the BAR to better understand the applicant's proposal and assess the potential impact of any proposed alterations.

Enforcement Cases

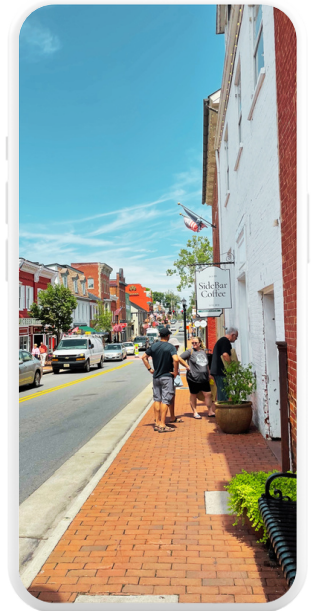
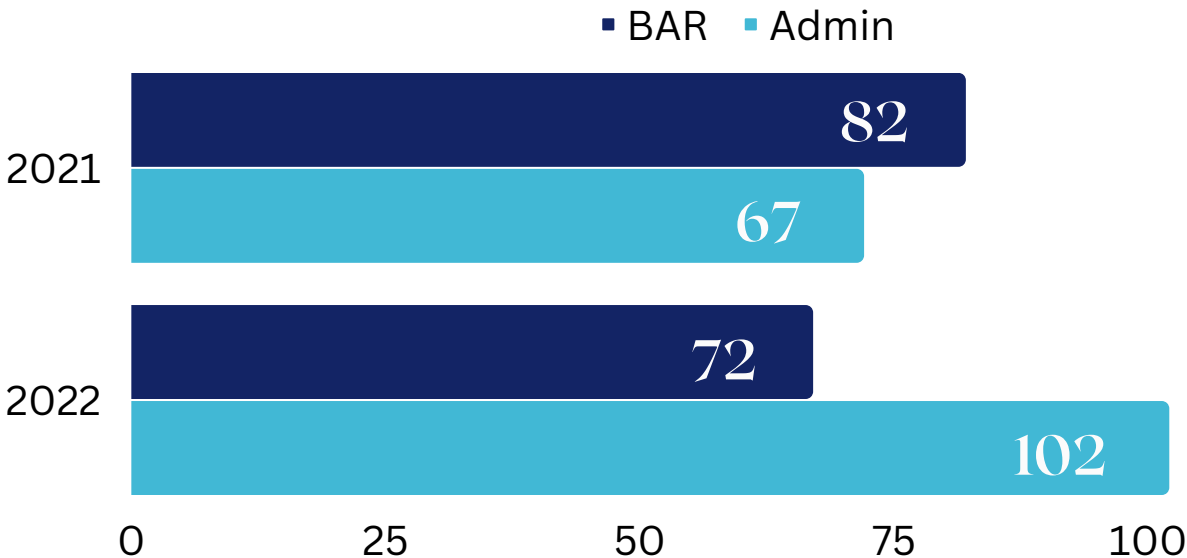
Zoning and preservation staff have continued collaborative efforts to respond to zoning violation complaints in the H-1 & H-2 Districts.

Overall, there were **14** COA cases in 2022 resulting from zoning enforcement action. **9** required a BAR public hearing and **5** were resolved through administrative action. The predominant issue in these zoning violations was work performed without a Certificate of Appropriateness or zoning permit.

WORKLOAD SUMMARY

In 2022, The BAR held 11 business meetings, 12 work sessions and 8 site visits.

A total of 169 applications were processed in 2022, including 8 applications continued from 2021.

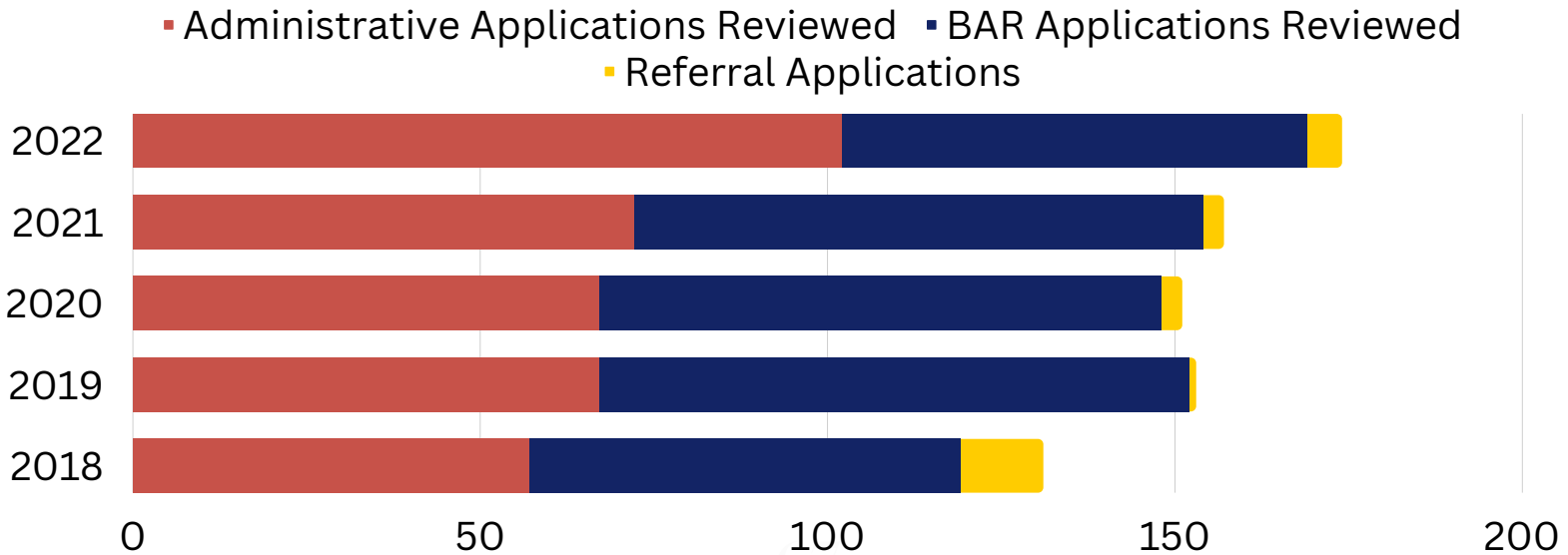


The numbers above illustrate a shift in workload resulting from the January 2022 Zoning Ordinance amendments, approved by Council, to increase the number of applications that can be administratively reviewed.

The results allowed for a smaller BAR caseload, enabling members to focus on larger and more complex projects within the architectural control districts.

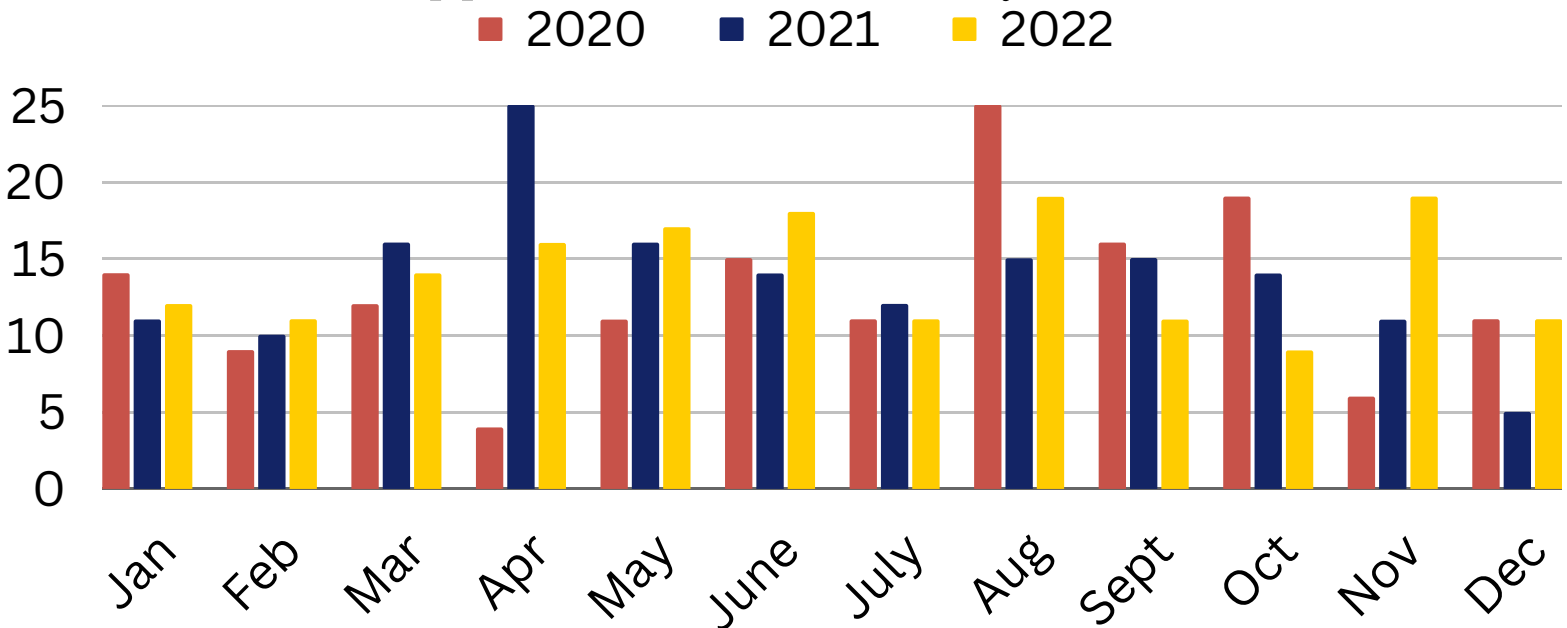
WORKLOAD SUMMARY

Application Breakdown 5 Year Trend



A total of 168 applications were received in 2022. Of those, 2 were withdrawn and 5 were scheduled into 2023 for public hearing. 2021 COA applications processed in 2022 are shown with the 2021 counts on this page.

COA Application Submittals by Month



WORKLOAD SUMMARY

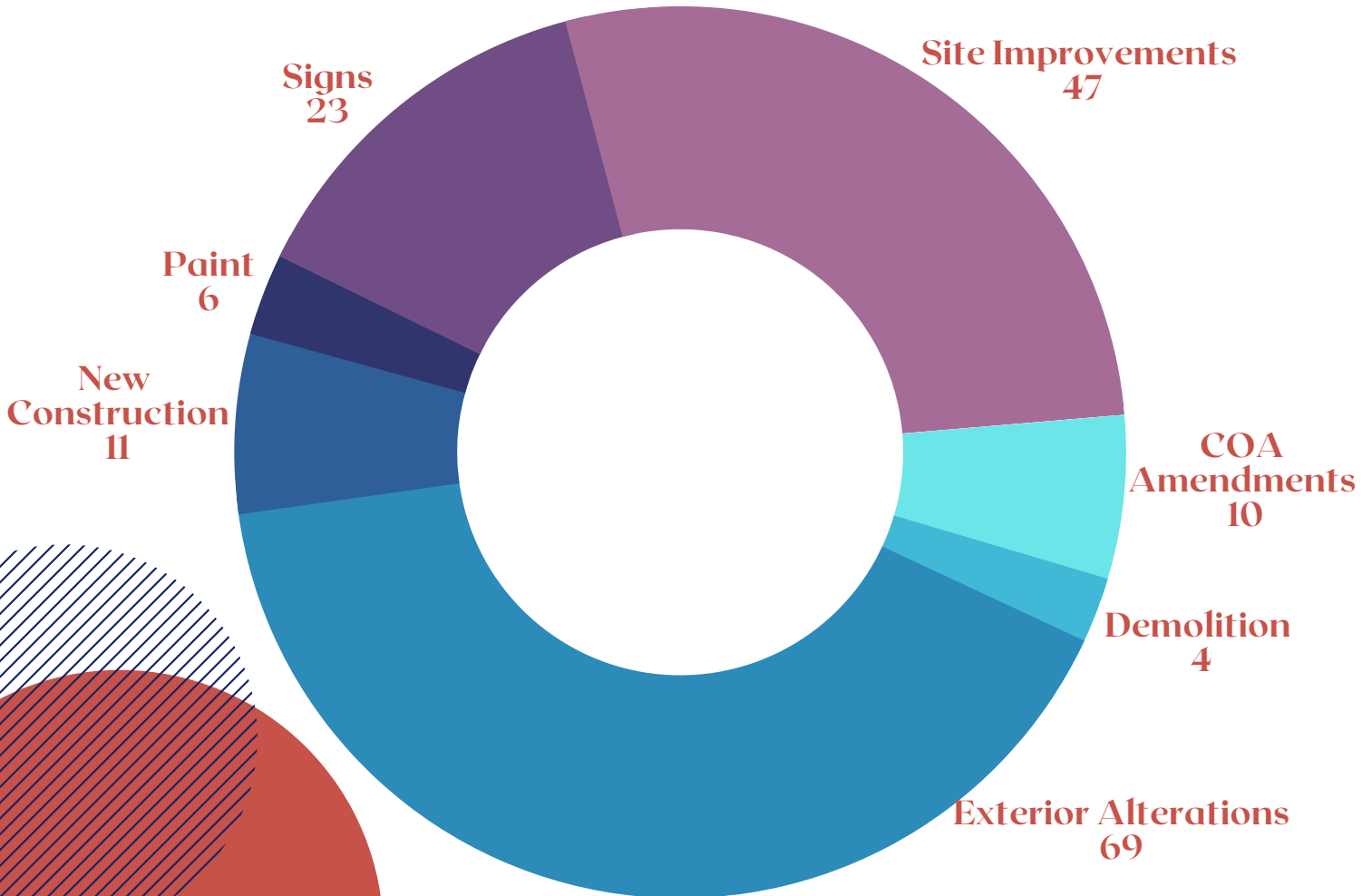
Application Breakdown by District & Use



Of the **169** COA applications processed in 2022, **109** were for residential projects and **60** were for commercial projects

- ◆ **156** applications were processed in the H-1 Historic District
- ◆ **7** applications were processed in the H-2 Corridor District
- ◆ **6** were processed in the Gateway Corridor District

COA Application Submittals by Type



BAR GOALS FOR 2023 & BEYOND

◆ Continue outreach efforts to property and business owners in the Old & Historic District

The Leesburg Old & Historic District is often referred to as the "Crown Jewel of Loudoun County". In 2023, the BAR plans to build upon its 2022 efforts to increase awareness of, and bolster enthusiasm for, the Town's preservation program. In particular, the Board looks to send a postcard to each Historic District property owner to provide notification of their location within the historic district and quick access to helpful information. A similar postcard was sent in 2021 and biennial mailings will continued into the future.

◆ Update historic architectural survey for the Old & Historic District

One of the most important tools used to evaluate the appropriateness of alterations to properties within the Old & Historic District are the architectural surveys. The most recent surveys were completed in 1999–2000 and no longer provide a complete inventory of historic and non-historic structures within the district. During the coming year, the Board will work with staff to develop a strategy for updating these important documents.

◆ Develop a procedure for amending the Old & Historic District Design Guidelines

The design guidelines for the Old & Historic District have not been updated since they were adopted in 2009. To provide clarification for applicants, address new construction materials on the market and acknowledge advances in preservation technology, the BAR will work with staff to implement an efficient procedure for the periodic update of the H-1 guidelines.

