



BOARD OF ARCHITECTURAL REVIEW

WORK SESSION AND BUSINESS MEETING

SEPTEMBER 20, 2023





TLHPBR2023-0016

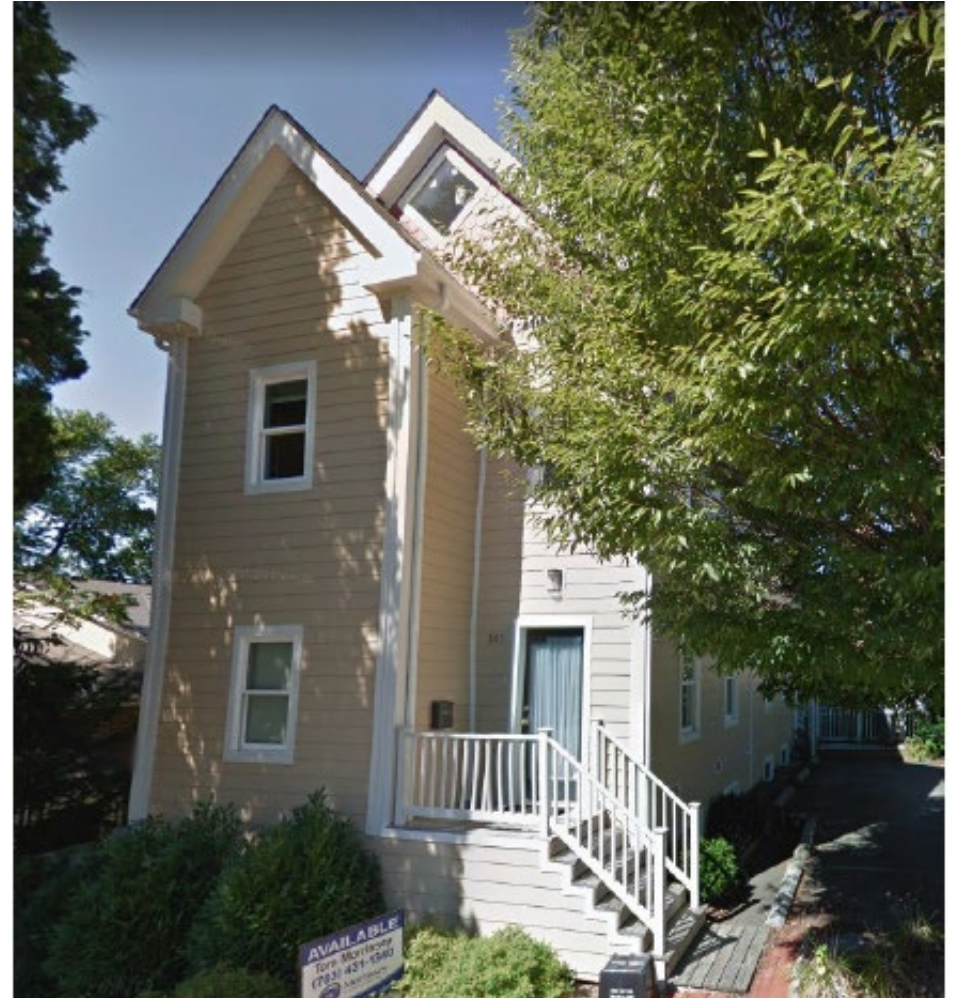
203 LIBERTY ST SW– STAIRWAYS AND DECKING



PROJECT PROPOSAL:

Subject Structure:

- C. 1990, Non-contributing
- Modern interpretation of the Queen Anne Style
- Retroactive approval for replacement of front and rear stairs and landing
 - Replacing wood decking and trim with composite materials
 - No change in size or placement



PROJECT PROPOSAL:



Before



After

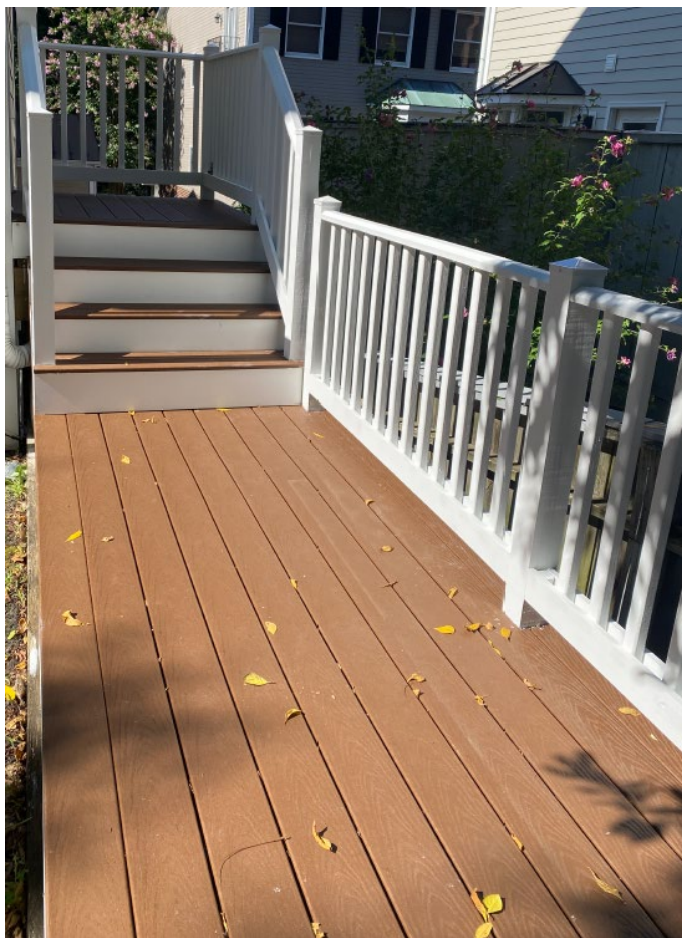


After

PROJECT PROPOSAL:



Before



After



After

SUMMARY OF STAFF ANALYSIS:

- Previous stairways and deck were all wood construction
 - Stairs and decking are Trex with unpainted ends
 - Trim pieces are Versatex painted white
 - Railings and structure are wood
- The Guidelines prefer in-kind repair and replacement of such elements
 - Contemporary materials consistent with the visual characteristics of wood are permitted for non-contributing structures within the H-I.
 - Trex and Versatex have both been approved for similar installations; however, the raw ends of the Trex material should be hidden in some fashion.
 - The applicant has proposed to paint the ends to match the finished sides. A sample will be provided, and discussion is recommended.



STAFF RECOMMENDATION:

- Staff finds the overall replacement to be consistent with the Guidelines and character of the structure. The Board should discuss the Trex detailing during the meeting. These findings can be used if an agreeable method of mitigation is identified:
 - Constructed in 1990, the subject structure is a non-contributing, modern interpretation of the Queen Anne style. The building fronts on Liberty Street SW adjacent to the Liberty parking lot and behind the Carriage Way townhome community.
 - The front stairs and landing, rear stairs and rear deck on this property were replaced without prior approvals from the Town of Leesburg. During the reconstruction, there was no change to the location or dimensions of these elements, but the material of the decking was changed from wood to composite decking (Trex) and composite trim (Versatex).
 - The use of composite decking and trim materials has previously been approved for use in similar applications on non-contributing structures provided that such materials are properly trimmed and/or painted to convey a traditional appearance.
 - In this instance, the Board finds that painting the ends of the raw composite decking material to match the finished sides of the product effectively mitigates the impact of the composite material and provides a traditional appearance in keeping with the character of the district and OHD Guidelines.

-or-

- In this instance, the Board does not find that painting the ends of the raw composite decking material to match the finished sides of the product effectively mitigates the impact of the composite material. Therefore, _____

STAFF RECOMMENDED MOTION:

- Motion:

As authorized in Section 2.3.7 of the Leesburg Zoning Ordinance, I move that Certificate of Appropriateness application TLHPBR2023-0016 be approved based on the information provided by the applicant as revised through September 20, 2023, including associated photos and specifications, and further based on the findings included on page 3 of the staff report as prepared by the Preservation Specialist, subject to the following condition:

1. The ends of the raw composite decking material will be painted to match the finished sides on the front stairs and landing, rear stairs and landing, and rear deck.

-or-

2. **Some other mitigation as determined during the meeting**



TLHPSB2023-0003

4 LOUDOUN ST SE – SIGN INSTALLATION



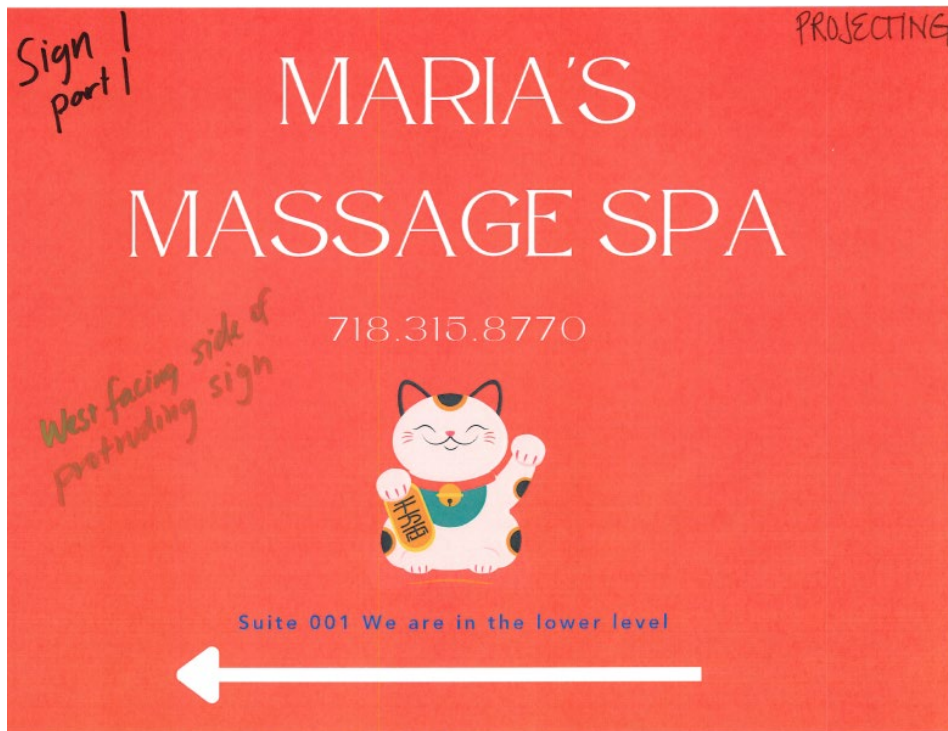
PROJECT PROPOSAL:

Subject Structure:

- C. 1760, contributing structure
- Georgian tavern turned commercial multi-tenant building
- Proposal:
 - Three signs for new tenant in basement suite (projecting, wall, and window)



PROJECT PROPOSAL:

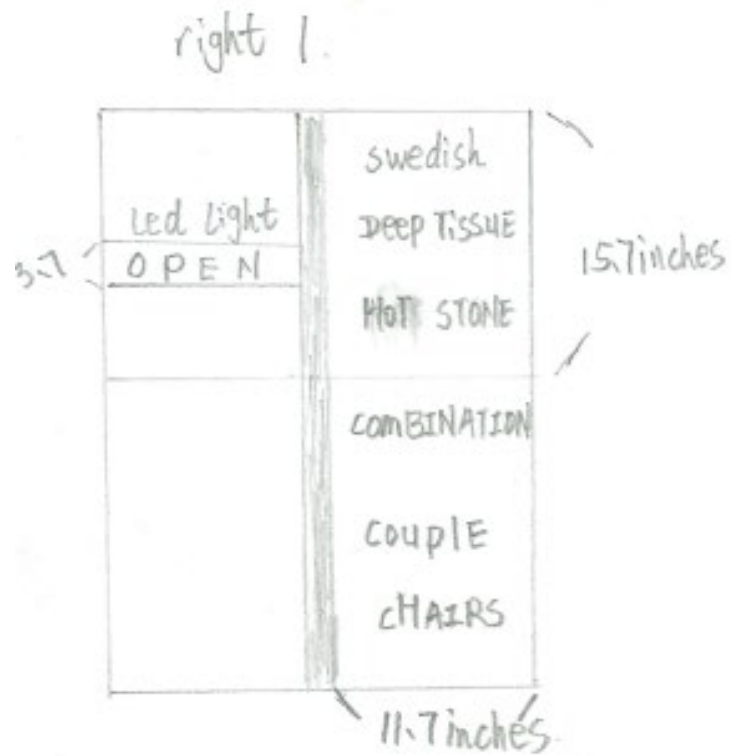


Projecting (2 sided)



Wall

PROJECT PROPOSAL:



red words



SUMMARY OF STAFF ANALYSIS:

- Zoning Ordinance allows BAR to grant extra signage when architectural character warrants
- Staff supports the third sign request given the basement location with rear entrance and because the front door doesn't access the subject suite.
- Wall/Projecting sign – wood, generally appropriate. Staff recommends approval as shown unless the signs require enlargement to address concerns about the window signs.
- Window Signs – staff does not find consistent with the Guidelines.

WINDOW SIGNS

The Guidelines:

- Traditional storefront or glass entry door
- Occupy less than 20% of the glass
- As succinct a message as possible
- Not explicit in guidelines re: color but most signs in OHD are white/opaque “etched” glass style lettering

The Proposal:

- Window locations in English basement (not a traditional storefront)
- Unclear if 20% guideline is met (no sizes provided for window letters) but appear to exceed
- Extensive messaging including services offered
- Lit open/massage signs prohibited by zoning ordinance but are also inconsistent with historic leesburg character.

STAFF RECOMMENDATION:

- Staff recommends approval of the project and wall signs as submitted but recommends discussion/redesign of the window sign.
 - Simplified messaging, reduced to one window (closest to parking lot entrance)
 - Discussion of red letters vs. more traditional coloring
 - Elimination of prohibited open/massage signs
- The Projecting sign could be enlarged if the BAR finds that window signs are not acceptable in this location at all.

DRAFT FINDINGS:

Once the window signage has been addressed, the BAR can make a motion to approve the application based on the following findings:

1. The primary structure on the property at 4 Loudoun Street SE is a late 18th century ordinary now used as a commercial building. The building is a five bay, two story stone structure constructed in the Georgian style and is a contributing resource in the Old and Historic District. The building is significant for its architectural style which is typical of the Georgian period and for its association with events and figures significant to the Town's history. The business associated with this signage request is located in a below-grade commercial suite accessible from the rear parking lot but with windows which front on the Loudoun Street sidewalk.
2. The proposed projecting and wall signs are consistent with the Guidelines for signs in the Old and Historic District. The signs are appropriately sized and will be constructed of wood, a traditional material.
3. The installation of a new bracket on this building is specifically acceptable because the front entryway does not provide access to the commercial suite associated with this business. The wall sign placement is acceptable because of its location at the rear of the building, near the entry to the suite.
4. The proposed window sign is not consistent with the Guidelines and detracts from the significant historic character of the building. The presence of a window sign in addition to the projecting and wall signs is specifically acceptable because of the basement location and rear access point but the design of the sign will be revised as conditioned below.

STAFF RECOMMENDED MOTION:

- “I move that the BAR approve TLHPSB2023-0003 for three new signs at 4 Loudoun Street SE based on the findings on page 4-5 of the staff report prepared by the Preservation Planner as revised through September 20, 2023 and subject to the following conditions:
 - I. The window sign will be revised as follows:

[POSSIBLE CONDITIONS INCLUDE]

 - a. The composition of the sign will be reduced to occupy one 4-pane window and will contain the minimal information needed to direct customers to the location of business and its entrance.
 - b. The window sign will be approximately ____ square feet. With letters no more than ____ inches tall.
 - c. A revised design will be provided to the Preservation Planner for final approval prior to application for a sign permit.”



TLHPBR2023-0015

12 MONROE ST SE – VARIOUS ALTERATIONS



PROJECT PROPOSAL:

Subject Structure:

- C. 1965, Non-contributing
- Three-bay Vernacular
- Retroactive approval for multiple exterior alterations in violation status:
 - Replacement of siding, windows, doors, rear staircase, lighting, roof, gutters, downspouts, trim
 - Repairs of driveway, walkway, windows, fence
 - New rear deck, patio
 - Alterations to front porch, rear porch, front elevation roof line



PROJECT PROPOSAL:



Before



After

PROJECT PROPOSAL:



Before



After

SUMMARY OF STAFF ANALYSIS:

- The Guidelines prefer in-kind replacement of exterior elements
 - While the vinyl siding has been replaced in-kind, the front elevation pattern has been exchanged for a vinyl board and batten rather than continuing the horizontal siding of the other elevations. This change in pattern is not appropriate per the Guidelines.
 - Vinyl windows are unable to be repaired, so replacement in-kind is appropriate.
 - While the roof material, gutters, and downspouts were replaced in-kind, the addition of the second cross gable is inappropriate in both design and placement.
 - While the rear deck material was replaced in-kind, the footprint of the structure was minimized. The new size and placement of the much smaller deck with patio is appropriate.
 - The rear door was replaced in kind, therefore appropriate, but the main entry door needs discussion as the Craftsman style is not appropriate for mid-mod architecture.
 - The lighting has been changed to a moderately more contemporary style, therefore appropriate.
 - The front porch materials of PVC and aluminum are an inappropriate exchange for the wood.

STAFF RECOMMENDATION:

- Staff finds some of the alterations to be consistent with the Guidelines, but others require more discussion. The Board should discuss the above-mentioned details during the meeting:
 - All of the exterior modifications were completed without an approved COA
 - The use of PVC and aluminum are not appropriate materials
 - The change in patterns of the siding is not appropriate
 - The addition of the second cross gable is not appropriate
 - The main entry Craftsman door is not appropriate

DRAFT FINDINGS

- Constructed in 1965, the subject structure is a non-contributing, three-bay Vernacular. The building fronts on Monroe Street SE and is not viewable from Market St.
- All of the exterior modifications were completed without an approved COA
- The use of PVC and aluminum are not appropriate materials
- The change in patterns of the siding is not appropriate
- The addition of the second cross gable is not appropriate
- The main entry Craftsman door is not appropriate

STAFF RECOMMENDED MOTION:

- Motion:

“As authorized in Section 2.3.7 of the Leesburg Zoning Ordinance, I move to approve TLHPBR2023-0015, 12 Monroe Street SE, for various alterations to the primary structure and site work, based on the application as revised through September 20, 2023, and the findings noted on pages 6 and 7 of the staff report prepared by the Senior Planner for Preservation & Zoning, and subject to the following conditions:

1. The applicant works with Staff to properly replace the main entry door
2. The applicant agrees to remove the new cross gable and repair/replace the shingling damaged/removed from doing so
3. The applicant agrees to return front porch railings and balusters to white wood
4. The applicant agrees to remove vinyl board and batten siding to be replaced with the same vinyl siding on the side and rear elevations

STAFF RECOMMENDED MOTION:

- Motion:

As authorized in Section 2.3.7 of the Leesburg Zoning Ordinance, I move to defer TLHPBR2023-0015, 12 Monroe St SE, for various alterations to the primary structure and site work, to the October 4th Work Session and request the following alterations be made or additional information be provided:

- 1.

- 2.



TLHPBR2023-0018

25 W MARKET ST - LIGHTING



PROJECT PROPOSAL:

Subject Structure:

- C. 1990, non-contributing Town Hall
- Proposal:
 - Colonnade lighting



PROJECT PROPOSAL:



SUMMARY OF STAFF ANALYSIS:

- Proposed light fixtures are permanent installations along Town Green for holiday displays, awareness campaigns and government events
- Contemporary style of fixture is mitigated by its location at the top of the columns and the tan shields created by Parks and Rec to blend with the color of the pre-cast columns.
- Guidelines support the use of architectural lighting to highlight architectural features

STAFF RECOMMENDATION:

Staff recommends approval of the project based on the following findings:

1. The primary structure on the property at 25 W. Market Street is a late 20th century Town Hall office complex and includes a contemporary parking garage. The only historic structure on the property is a log covenant house on the Loudoun Street side which is not impacted by the request to install lighting on Town Green which is visible only from Market Street.
2. The contemporary design of the proposed light fixtures is mitigated by their location at the top of the existing columns on either side of Town Green and by the aluminum shield which will be color matched to the columns.
3. The light will be reflected downward to eliminate glare and appropriately highlights the architectural columns which are a unique architectural feature of the contemporary building.

STAFF RECOMMENDED MOTION:

- “I move that the BAR approve TLHPBR2023-0018 for new light fixtures at 25 W. Market Street (Town Green) based on the findings on page 3 of the staff report prepared by the Preservation Planner as revised through September 20, 2023 and subject to the following conditions:
 1. When white light is used, the Town will use a warm-white color spectrum to avoid an overly bright or cool white, blue-ish glow.
 2. The light beams will remain steady and will not bounce, dance, jump, swirl, blink or otherwise animate in a way which detracts from the historic character of Leesburg except as permitted by the Zoning Ordinance for holiday lighting displays.”



TLHPBR2023-0019

207 NORTH STREET NE – DECK ENCLOSURE



PROJECT PROPOSAL:

Subject Structure:

- C. 2011, Non-contributing contemporary
- Replacing wood decking with composite materials and screen porch
- Staff has been working with applicant since May 2023 to acquire all needed documentation for project proposal



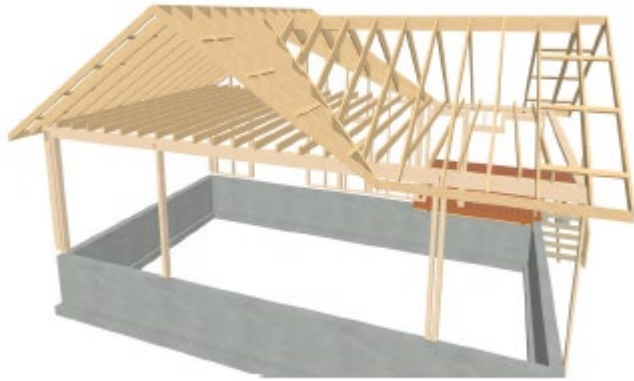
PROJECT PROPOSAL:

Current Deck:

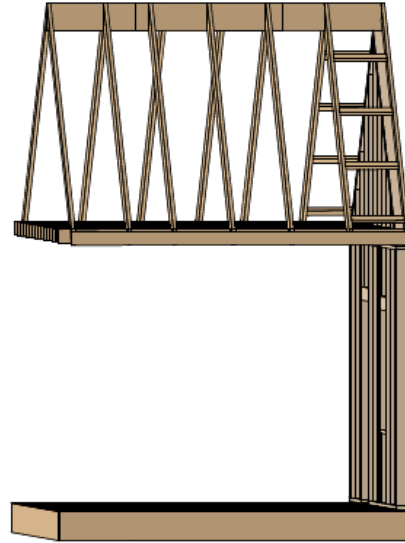
- Likely constructed at the time of the primary structure
- Unsure of dimensions, but massing seems appropriate per the Guidelines
- Design is appropriate for rear decks on contemporary structures



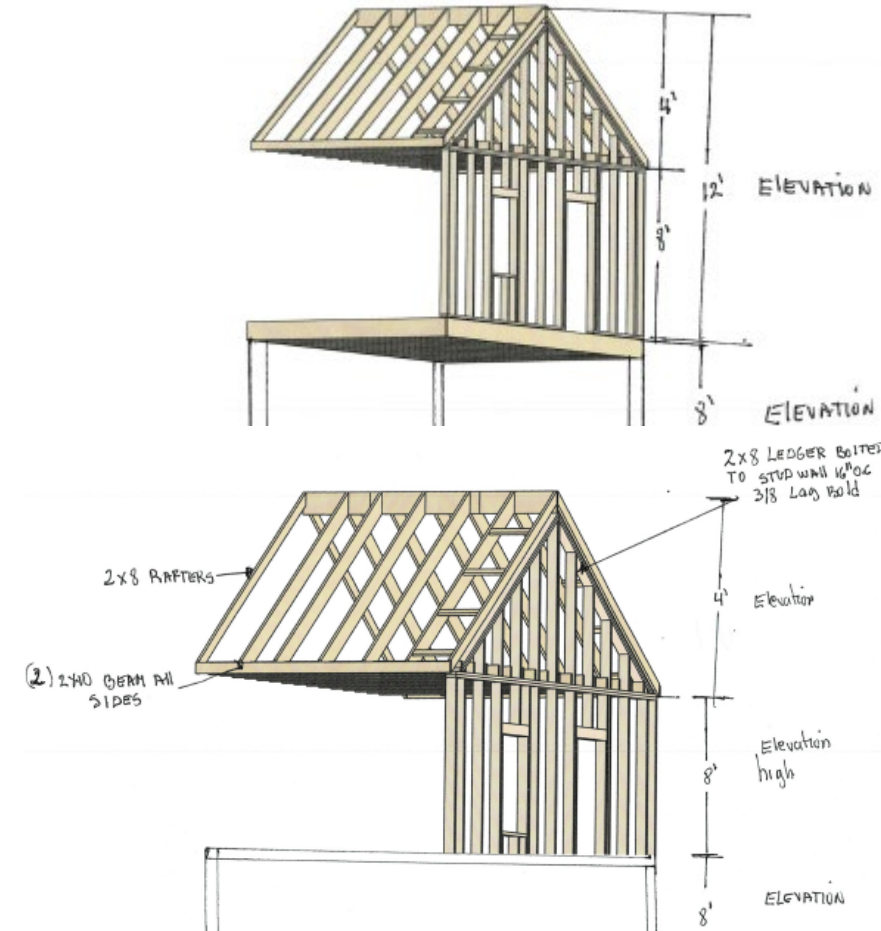
PROJECT PROPOSAL:



First Attempt



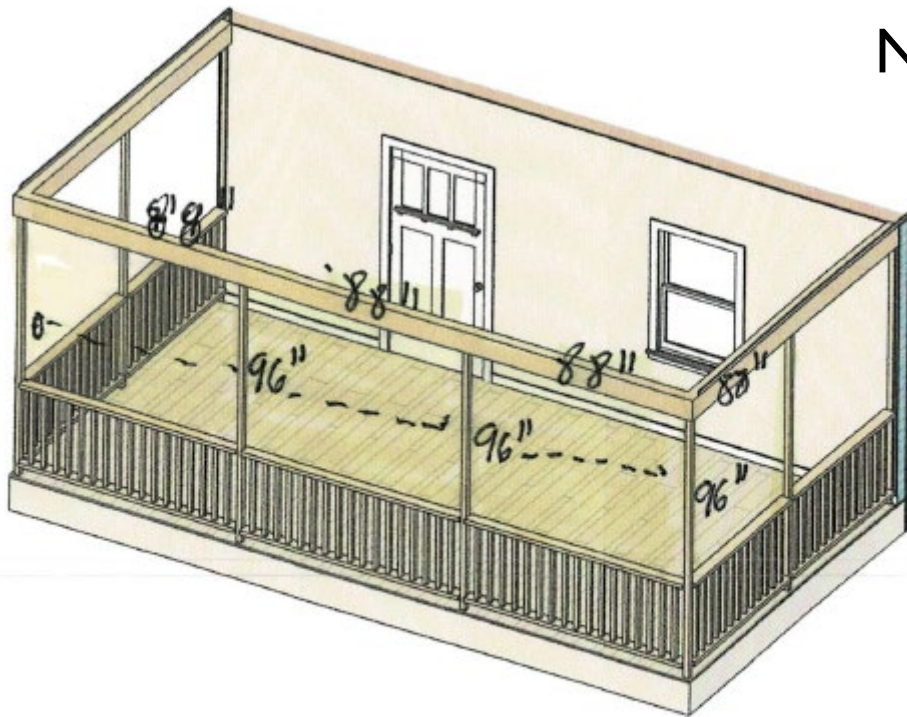
Second Attempt



Third Attempt

PROJECT PROPOSAL:

Submitted screen porch dimensions and description
No information provided about Sunscape



SUNSCAPE WINDOWS



SUMMARY OF STAFF ANALYSIS:

- Concept of a sunroom/deck combo is generally acceptable for the age and location of this house.
- The BAR has approved Trex decking for rear decks in the past.
- The open foundation is acceptable.
- The overall scale/massing is acceptable.
- BUT ... details are needed to better understand what the proposal will look like upon construction

SUMMARY OF STAFF ANALYSIS:

More information is needed to provide an accurate analysis:

- Trim material
- Materials/dimensions of roof
- Sunscape description/specifications
- Eze-Breeze description/specifications
- Dimensions of all elevations of screen porch
- Dimensions/locations/material of fenestrations on screen porch
- Dimensions of railings on porch and stairs
- Drawings depicting how the screen porch will attach to primary structure

STAFF RECOMMENDATION:

- Applicant needs to provide all needed documentation to Staff by _____ in time to create an appropriate report for the October 4th BAR work session.

STAFF RECOMMENDED MOTION:

- Motion:

“I move that the Board of Architectural Review defer TLHPBR2023-0019 to the October 4th, 2023, Work Session and request the following additional information:

- a sample of the proposed screen system
- clarification of the proposed door material
- drawings which clearly show how the proposed sunroom will attach to the existing house
-
-