

# 2023 ANNUAL REPORT

Board of  
Architectural  
Review

*Town of Leesburg, VA*



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# *Acknowledgements*

The Leesburg Board of Architectural Review (BAR) is pleased to present to the Leesburg Town Council an annual report for the 2023 calendar year. The information contained within this report is a summary of projects reviewed by the BAR along with signature accomplishments for the year and an outline of the goals for 2024.

## *2023 BAR Members*

Helen Aikman, Chair

Tom O'Neil, Vice Chair

Julie Pastor, Parliamentarian

Judd Fuoto

Don Scheuerman

Rick Brown (June-Dec)

J.P. Andrews (Sept-Dec)

Teresa Minchew (Jan)

Keith Reeve (Jan-Mar)

## *Non-Voting Members*

Zach Cummings, Town Council Liaison

Ron Campbell, Planning Commission Liaison

## *Preservation Staff*

Lauren Murphy, Preservation Planner (Division Manager)

Heather Schmidt, Senior Planner - Preservation

Debi Parry, Preservation Specialist

# 2023 YEAR IN REVIEW

In 2023, The Board of Architectural Review addressed the following outreach priorities:

- 1 Postcard mailing to all historic district property & business owners.
- 2 Joined with Loudoun County and other jurisdictions to hold Joint Architectural Review Board Awards.
- 3 Hosted a regional VA Dept. of Historic Resources training.






Annual JARB Awards

**Hello Neighbor!**



You are receiving this postcard because you own property in the **Leesburg Old and Historic District**. The goal of the district is to protect the architectural integrity of the historic area and ensure that any changes are sensitively designed.

Historic district property owners work hand in hand with our team of preservation professionals and the Board of Architectural Review for all exterior construction projects and alterations.

Our staff team is here to help you with **design ideas, project planning, selecting materials, and navigating the architectural review process.**

 <b>Lauren Murphy</b> Preservation Planner lmurphy@leesburgva.gov	 <b>Debi Parry</b> Preservation Specialist dparry@leesburgva.gov	 <b>Heather Schmidt</b> Senior Planner hschmidt@leesburgva.gov
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**Planning a project in 2024?**  
Consult with our team to determine what approvals may be needed before you hire a builder or architect.

 Visit [www.leesburgva.gov/preservation](http://www.leesburgva.gov/preservation) or contact our staff at emails listed above for additional information and assistance. 

OHD Postcard Mailing



# OUTREACH & COLLABORATION



## Joint Architectural Review Board (JARB) Awards

For the second year in a row, the Loudoun Preservation Society, Loudoun County, and the Towns of Leesburg, Middleburg and Purcellville gathered to honor excellence in Preservation during the annual JARB Awards.

Winners were selected in several categories representing excellence in the areas of Additions, Restoration & Rehabilitation, Architectural Details, Signage, and Alterations. The awards ceremony was held at Sylvaside Farm on September 21st.

Of the 13 awards presented, 5 were located within the Old & Historic District:

- 220 N. King Street, for the compatible additions to a 1918 home.
- 210 N. King Street, for the rehabilitation of the circa 1890 Gothic Revival style home.
- 239 W. Market Street, for the rehabilitation of the circa 1825 Colonial vernacular style home after a car crashed into it.
- 17 Cornwall Street NW, for the thoughtful inclusion of an historically appropriate fence to a circa 1905 craftsman home.
- 109 Wirt Street NW, for the sensitive alterations and adaptive reuse of a former carriage house.



17 Cornwall St NW

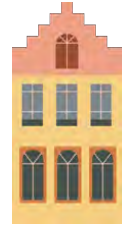


210 North King St.



109 Wirt St. NW

# OUTREACH & COLLABORATION



## BAR Training

Because Leesburg is a Certified Local Government, BAR members are required to attend training each year in topics which enhance their understanding of historic preservation and issues facing architectural review boards.

In October, staff and the BAR Vice Chairman Tom O'Neil, attended the National Trust for Historic Preservation's annual Past Forward conference in Washington, DC. The conference provided an opportunity for preservationists from all over the county to collaborate and share case studies through analysis and fieldwork.

In addition to the Past Forward conference, several Board members attended virtual trainings throughout the year including technical trainings about historic materials and preservation best practices offered through the National Trust, The National Alliance of Preservation Commissions and similar organizations.

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## Referrals

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

In 2023, 4 Legislative applications were brought forward for review, including:

- TLOA-2022-0006, Data Center Zoning Ordinance Amendment
- TLZM-2022-0005, Concept Plan Amendment for Lidl Grocery Store
- TLREZN2023-0001, Oaklawn Rezoning of Land Bays A and MUC2
- TLREZN2023-0004, Meadowbrook Concept Plan Amendment for Land Bay F



# NOTABLE CASES

## 208 South King Street

In early 2023, the BAR approved an application for alterations and additions to this historic structure, at 208 South King Street. The project also included demolition of an insensitive and unapproved metal addition to the rear of the property.



Although the addition is larger than historic precedents, the BAR found that the division into multiple bays, the stepping back of upper stories and the siting of the addition helped to mitigate the impact of the addition on the historic character of the District.

The applicant hopes that this building will become a boutique hotel or commercial space which will benefit the entire historic district. In November of 2023, the applicant returned to the Board for minor alterations. The image above represents the final approved design.

## 217 Edwards Ferry Road NE

In April, the BAR approved an application for the construction of a new visitor's center at the George C. Marshall International Center at Dodona Manor. Dodona Manor is a National Historic Landmark, recognized for its affiliation with General Marshall and his contributions to national and international affairs in the mid-20th century.



The new visitor's center will offer a gathering place, artifact display place, and the opportunity to interpret Dodona Manor (and General Marshall's legacy) for visitors with mobility issues including the aging veteran population.

The new building was designed to resemble the historic outbuildings on the property so that it would fit into the landscape of Dodona Manor without calling attention away from the historic manor house.



# NOTABLE CASES

## 1008-1000 Appaloosa Court SW

1008-1000 Appaloosa Ct SW represents 5 new single family homes located within the H-1 Overlay portion of the White Oak development. This case was particularly challenging not only in terms of reviewing five new homes at once, but also ensuring that the homes are respectful of the adjacent historic manor house property and congruent with the style of other new homes in the neighborhood located outside of the overlay.

The Board worked with the applicant over two meetings to address architectural style and detailing before granting approval.



## 102 South King Street

Located at the prominent corner of King and Loudoun Streets, the BAR reviewed and approved an addition to help convert the residence-turned-retail building (known for many years as the Black Shutter) into a new restaurant. The proposal includes new indoor/outdoor dining spaces and the infill of a porch on the second floor.



The contemporary style of the addition was approved because of the location of the addition fully behind the historic building. The traditional materials and detailing will help to relate the addition to the mix of styles found on the historic structure which was once the home of the projection booth operator for the historic Leesburg Opera House across the street (now demolished).



# ADVOCACY & ENFORCEMENT



## Site Visits

In 2023 The BAR held **4** site visits related to Certificate of Appropriateness applications under review.

These site visits allow the BAR to consider 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.

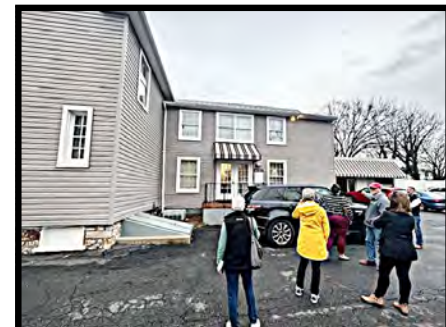


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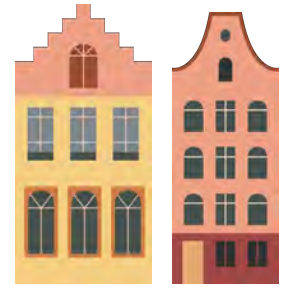
## Enforcement

Enforcement efforts increased in 2023 with the hiring of the new Senior Planner in the preservation division of the Department of Community Development. This new position handles COA inspections and enforcement within the Town's architectural control districts and has helped ensure our ability to confirm approved alterations are built in accordance with the COA.

Over the past year, there were **26** COA cases addressing enforcement actions. **15** required a BAR public hearing while **9** were addressed through administrative action. Such applications included work conducted without a COA and projects which required amendments to the previously approved COAs.

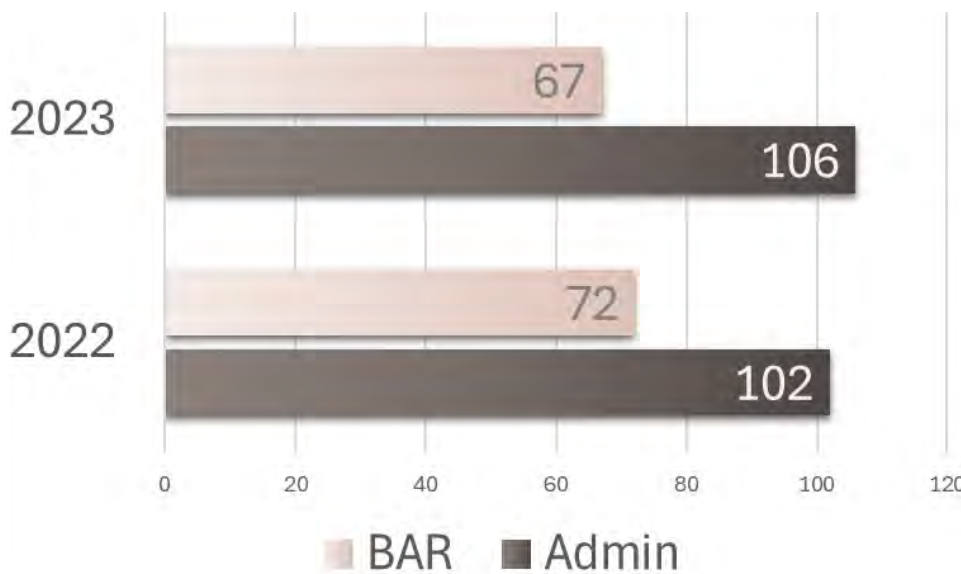


# WORKLOAD SUMMARY



★ In 2023, The BAR held **11** Business Meetings, **10** Work Sessions, and **4** Site Visits

★ A total of **173** applications were processed in 2023, including **9** applications continued from 2022



★ **155** applications were processed in the H-1

★ **15** applications were processed in the H-2

★ **3** applications were processed in the Gateway

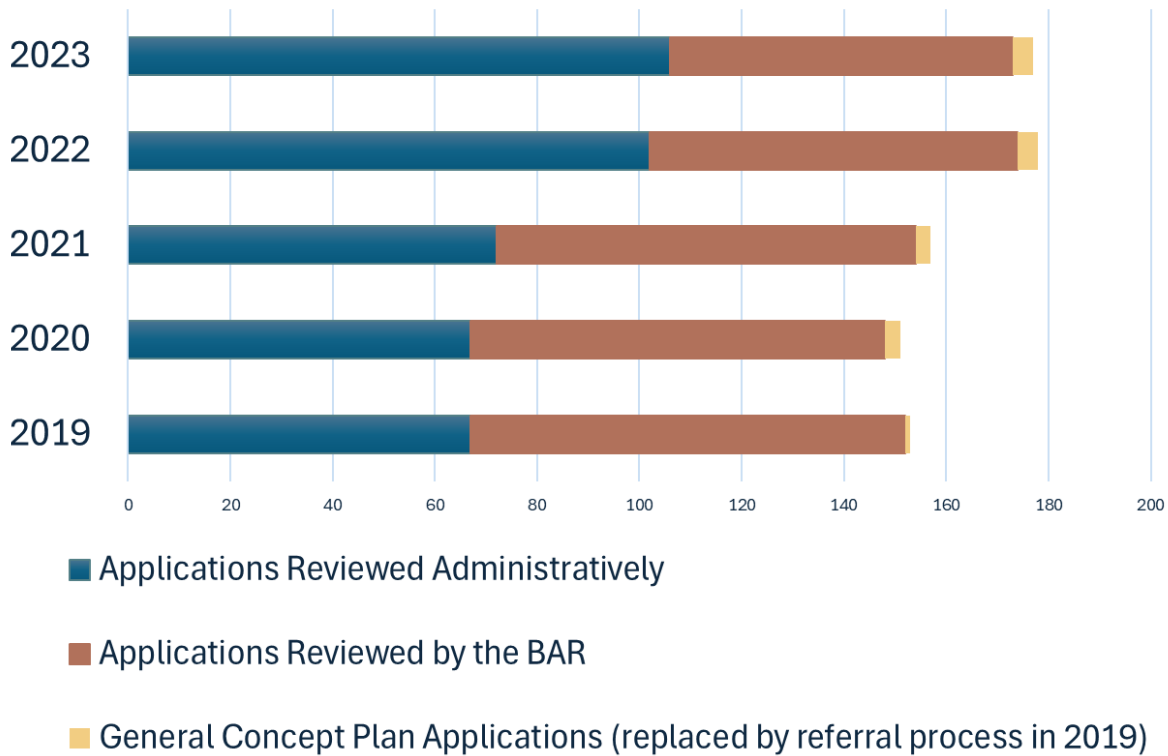


Of the **173** applications processed in 2023, **93** were commercial and **80** were residential.

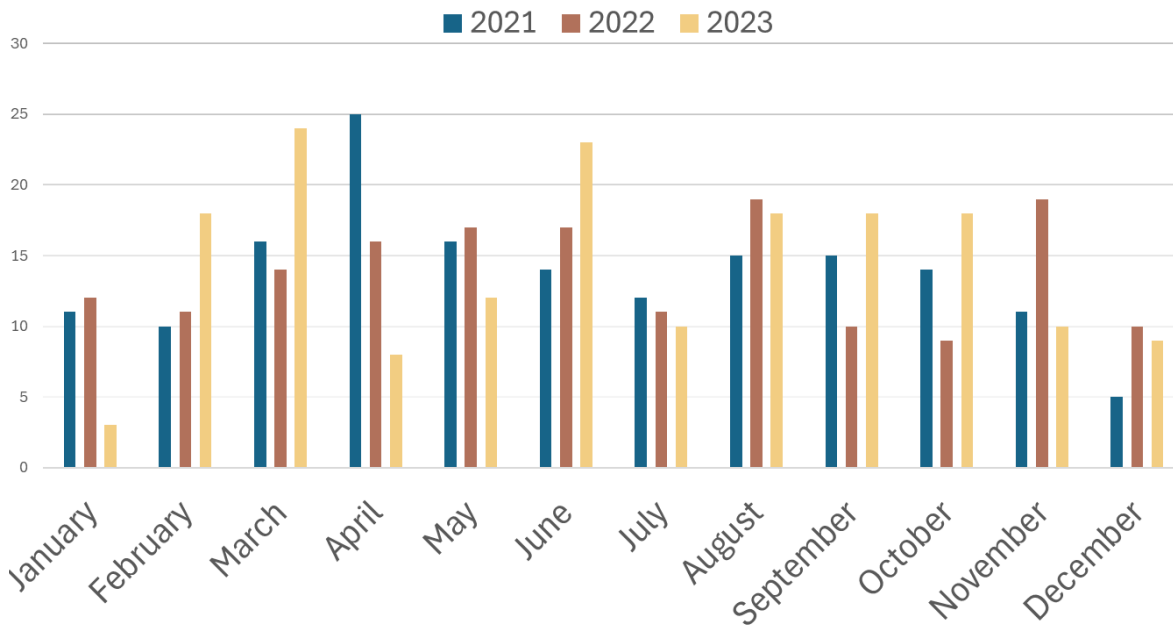
# WORKLOAD SUMMARY



## Application Breakdown 5-year Trend

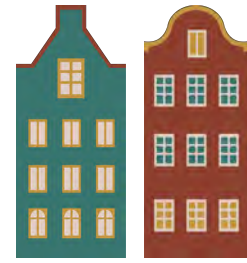


## COA Application Submittals by Month

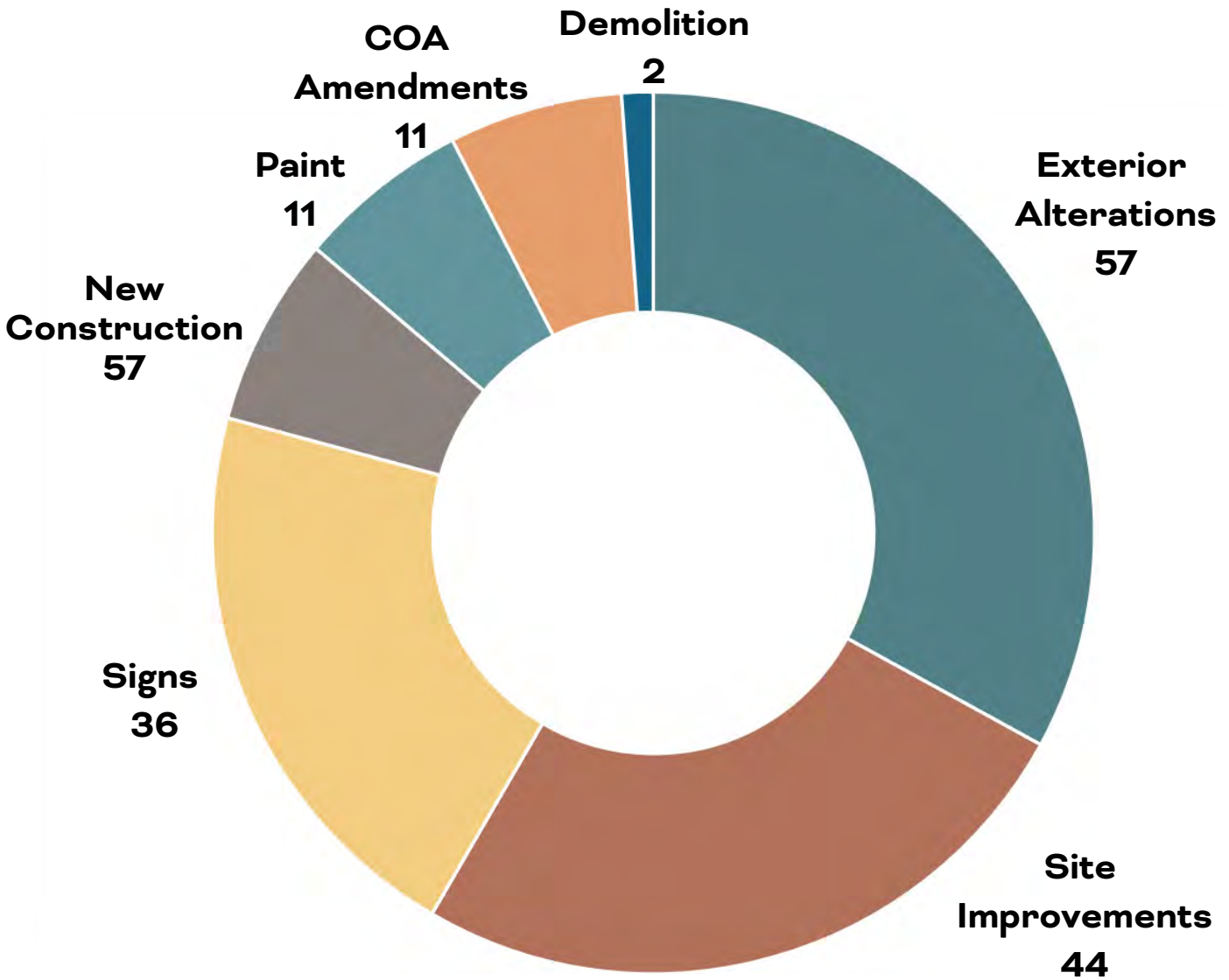




# WORKLOAD SUMMARY



## Administrative & BAR Applications by Type



# *BAR GOALS FOR 2024 & BEYOND*



## **1 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 2024, the BAR plans to build upon its 2023 efforts to increase awareness of, and bolster enthusiasm for, the Town's preservation program. In particular, the Board looks to have a table at the 2024 Flower & Garden Show and continue our partnership in the JARB Awards program.

## **2 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. In the FY24 budget, Council provided funding for an updated survey and the procurement process is underway. The Board looks to work with staff on an outreach and education program related to this update in the coming year.

## **3 Develop a procedure for amending the Old & Historic District Design Guidelines**

The design guidelines for the Old & Historic District have not been updated since their adoption 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 develop an efficient procedure for the periodic update of the H-1 guidelines to be implemented following the survey update.