ARCHITECTURAL REVIEW BOARD
CITY OF FREDERICKSBURG, VIRGINIA
AGENDA
September 12, 2016
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL

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1. Call To Order
2. Determination Of A Quorum
3. Determination That Public Notice Requirements Have Been Met
4. Approval Of Agenda
5. Review Of Minutes

5.I. July 25, 2016 - Supplementary Meeting

Documents:

03_2016-07-25 ARB MINUTES DRAFT.PDF

5.II. August 8, 2016 - Public Hearing

Documents:

04_2016-08-08 ARB MINUTES DRAFT.PDF

6. Disclosure Of Ex Parte Communication
7. Disclosure Of Conflicts Of Interest
8. Continued Cases

8.I. COA 2016-12 - 100 Hanover Street

Documents:

05_COA 2016-12_ARBMEMO_100 HANOVER STREET_09-12-2016.PDF

9. Public Hearing

9.I. New Business

9.I.i. COA 2016- 51 - 909 Sophia Street

Documents:

06_COA 2016-51_ARBMEMO_909 SOPHIA STREET.PDF

9.I.ii. COA 2016-52 - 815 Caroline Street

Documents:

07_COA 2016-52_ARBMEMO_815 CAROLINE STREET.PDF

9.I.iii. COA 2016- 53 - 311 Frederick Street

Documents:

08_COA 2016-53_ARBMEMO_311 FREDERICK STREET.PDF

9.I.iv. COA 2016-56 - 1002 Sophia Street

Documents:

09_COA 2016-56_ARBMEMO_1002 SOPHIA STREET.PDF

9.I.v. COA 2016-49 - 1104 Charles Street

Documents:

10_COA 2016-49_ARBMEMO_1104 CHARLES STREET.PDF

9.I.vi. COA 2016-54 - 823 Caroline Street

Documents:

11_COA 2016-54_ARBMEMO_823 CAROLINE STREET.PDF

9.I.vii. COA 2016-55 - 718 Caroline Street

Documents:

12_COA 2016-55_ARBMEMO_718 CAROLINESTREET.PDF

10. General Public Comment

11. Other Business

11.I. Planning Commission Agenda

Documents:

09-14-2016 AGENDA.PDF

11.II. B. Discussion: Informal Review Of Alterations At 1010 Caroline Street

12. Adjournment

Minutes
Architectural Review Board

Supplementary Meeting
July 25, 2016
Council Chambers, City Hall
Fredericksburg, Virginia

Members Present	**Members Absent**	**Staff**
John Harris, Chair	Sabina Weitzman, Vice Chair	Kate Schwartz
John Van Zandt	Susan Pates	
Jamie Scully		
Kerri S. Barile		
Kenneth McFarland		

Mr. Harris called the Architectural Review Board meeting to order at 7:02 p.m.

OPENING REMARKS

Mr. Harris determined that a quorum was present and asked if public notice requirements had been met. Ms. Schwartz stated that they had.

APPROVAL OF AGENDA

Mr. Harris asked if there were any changes or additions to the agenda. There were none. Mr. Van Zandt made a motion to approve the agenda as written. Mr. Scully seconded. The motion carried unanimously.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Harris asked if any Board member had engaged in any *ex parte* communication on any item before the Board. No one indicated they had engaged in any *ex parte* communication.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Harris asked if any Board member had a conflict of interest for any item before the Board. No one indicated they had a conflict of interest.

CONTINUED CASES

i. COA 2016-35 – 1308 Caroline Street – Susan and Charles Fennell request a Certificate of Appropriateness to construct a new detached garage to the rear of this single-family residence.

The applicants, Susan and Charles Fennell, were present.

Mr. Fennell provided samples of the windows selected for the garage as well as brochures on the products for the Board.

Mr. Scully commented that he was in support of the application at the Board's last meeting. He asked the applicants if there had been any additional communication with the neighbors at 1310 Caroline Street about delaying the application for a resolution. Mr. Fennell said the neighbors had not communicated with them since the last meeting.

Mr. Harris asked for clarification on the approval process for continued cases. Ms. Schwartz said that if the Board and applicants were able to agree on design details during the current meeting, the application could be included on a consent agenda at the next regular hearing of the ARB.

The Board looked at the sample windows provided by the Fennells. Dr. Barile asked why they had chosen a window with interior muntins. Mrs. Fennell said they were chosen because of ease of maintenance and the lack of visibility from the street. Mr. Van Zandt asked if the different window designs chosen were made of different materials. Mr. Fennell clarified that all windows would be fiberglass construction.

Mr. Scully recommended the use of windows with simulated divided lites and spacer bars between the glass panes on the east street-facing elevation. He said he had no concerns about the materials chosen. Mr. McFarland recommended the use of simulated divided lite windows for all elevations, but concurred with Mr. Scully that they should at least be used on the east elevation. The Fennells agreed to the recommendation to use the recommended windows on the east elevation.

Dr. Barile complimented the design of the garage and said it was sympathetic to the historic house. Ms. Schwartz restated the motion to be included on the consent agenda at the August 8 hearing: approval of the request as submitted on condition that simulated divided lite windows with a spacer bar between the glass panes be used on the east elevation of the garage.

ii. COA 2016-34 – 203 Princess Elizabeth Street – Lesa and Mike Carter request a Certificate of Appropriateness for exterior alterations to this single-family residence including removal and alteration of windows on the side and rear elevations.

The applicant was not present.

Ms. Schwartz reviewed the changes made to the application in response to the July 11 public hearing.

Dr. Barile commented that it would not look appropriate to replace some of the historic sashes on the west elevation with Hardie panel. The Board discussed alternate options that the applicant might consider, including creating window wells in the kitchen space, or covering the windows, but retaining the sash in place. Mr. McFarland commented that these would be better solutions than removing window sashes and replacing them with Hardie panel.

Mr. Van Zandt suggested tabling the application until the Board's next meeting. Mr. Van Zandt also asked if City staff had confirmed that the request to replace the upper window on the east elevation was due to code requirements. Ms. Schwartz confirmed that the change in size was due to the need to meet egress requirements in the building code.

iii. COA 2016-12 – 100 Hanover Street – Tommy Mitchell requests a Certificate of Appropriateness to:

- **Demolish the existing structures at 106-108 Hanover Street and 718 Sophia Street**
- **Construct a new four-story masonry building. The building footprint will be 105 feet along Hanover Street and 155 feet along Sophia Street, with ground level parking.**

The applicant, Tommy Mitchell, and James McGhee, the project architect, were present.

Mr. McGhee presented changes in the design of the project to the Board. He said he had evaluated the heights and dimensions of existing structures, especially the City parking garage. He said he was looking conceptually at including a taller element at the corners of the new building to echo the precedent seen at the parking garage, Shiloh Baptist Church—Old Site, and other structures in Fredericksburg. The design included the use of clerestories, inset balconies, and glass on the corners to break up the levels.

Dr. Barile commented that the corner windows were reminiscent of the Heflin apartment building. Mr. Van Zandt asked about the use of the roof area. Mr. McGhee said that the corner belvederes provide access to private roof decks for four units.

Mr. Van Zandt said the community's primary concern with the design had been the building's scale and massing. He asked about the potential of moving the belvederes in from the corners towards the center of the building to limit the mass at street level and reduce the visibility of these tallest elements.

Dr. Barile asked about the height of Shiloh Baptist Church—Old Site in comparison to this new structure. Mr. McGhee said he was working on a model to compare the heights.

Dr. Barile and Mr. Van Zandt agreed that their primary concern was still the height at the corners. Mr. Mitchell commented that these changes would affect the interior layout as well.

Mr. McFarland said the corners would not need to be set in very far to make a difference. Mr. Van Zandt agreed and said 10 to 15 feet would be enough to limit sightlines.

Dr. Barile said she liked the overall direction of the project, with one foot in modernity and another in historic character.

Mr. McGhee asked the Board what he would need to provide to them to move forward with a public hearing on the scale and massing. Dr. Barile said views of the streetscape would be needed. Mr. McFarland agreed and said that views of how the design relates to neighboring structures would be very helpful. Mr. Scully asked for some elements of the elevations to be shown in a clearer way, including shadows, windows, and balconies.

Mr. Van Zandt and Dr. Barile suggested including additional details, especially on the windows, for the next review. Mr. Scully said he was still concerned about the mass of the four-story corners. Mr. Van Zandt asked if there was a way to step back the corners at the fourth story as well.

Mr. Harris thanked Mr. McGhee and Mr. Mitchell for continuing to work on this project with the Board.

GENERAL PUBLIC COMMENT

Emily Taggart-Schricker, representing Historic Fredericksburg Foundation, Inc., commented that perspectives showing other buildings in relation to the One Hanover design would be very helpful to see.

Danae Peckler, 1410 Prince Edward Street, also commented on the One Hanover project design and said she would like to see indications of colors and materials for the building as well as more detail on the configuration of the ground floor.

ADJOURN

Mr. Van Zandt made a motion to adjourn. Mr. McFarland seconded. The motion carried unanimously.

Meeting adjourned at 8:15 p.m.

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John Harris, ARB Chair

Minutes
Architectural Review Board
August 8, 2016
Council Chambers, City Hall
Fredericksburg, Virginia

Members Present	**Members Absent**	**Staff**
John Harris, Chair	Kenneth McFarland	Kate Schwartz
Sabina Weitzman, Vice Chair		Chuck Johnston
Susan Pates		Camilla Jacobs
Jon Van Zandt		
Jamie Scully		
Kerri S. Barile		

Mr. Harris called the Architectural Review Board meeting to order at 7:00 p.m.

OPENING REMARKS

Mr. Harris determined that a quorum was present and asked if public notice requirements had been met. Ms. Schwartz stated that they had.

APPROVAL OF AGENDA

Mr. Harris asked if there were any changes or additions to the agenda. Mr. Van Zandt made a motion to approve the agenda as presented. Ms. Pates seconded. Ms. Schwartz noted that a General Public Comment period has been added to the end of the meeting with a 3 minute time limit. The motion carried unanimously.

APPROVAL OF MINUTES

Mr. Harris asked if there were any changes or additions to the minutes.

Ms. Weitzman referenced page 4 of the July 11, 2016 Public Hearing minutes and said that her understanding was that the windows selected were a budgetary consideration. Ms. Schwartz added this note to the minutes.

Ms. Weitzman made a motion to approve the July 11, 2016 minutes as amended. Ms. Pates seconded. The motion carried unanimously.

Ms. Weitzman made a motion to approve June 27, 2016 Supplementary Meeting minutes as presented. Dr. Barile seconded. The motion carried unanimously.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Harris asked if any Board member had engaged in any *ex parte* communication on any item before the Board. No one indicated they had engaged in any *ex parte* communication.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Harris asked if any Board member had a conflict of interest for any item before the Board. Ms. Weitzman said she would be abstaining from COA 2016-35 and COA 2016-42 – both at 1308 Caroline Street. Ms. Weitzman is the architect for the project.

Mr. Van Zandt said he would be abstaining from COA 2016-44 at 900 Princess Anne Street.

CONSENT AGENDA

A. COA 2016-35 - 1308 Caroline Street

Mr. Scully made a motion to approve the request on condition that the windows on the east elevation have simulated divided lites with spacer bars between the glass. Ms. Barile seconded. The motion carried 5-0-1 with Ms. Weitzman abstaining.

CONTINUED CASES

A. COA 2016-34 – 203 Princess Elizabeth Street – Lesa and Mike Carter request a Certificate of Appropriateness for exterior alterations to this single-family residence including removal and alteration of windows on the side elevations.

Melissa Colombo, 418 Bunker Hill Street, was present to represent the applicant. Lesa and Mike Carter, the property owners, were also present.

Ms. Colombo commented that the property is an eyesore to neighbors and the Carters want to convert the property back to a home versus the current apartment set-up. Ms. Colombo provided an overview of the proposed alterations to the windows.

The Board discussed their concerns about removal and alteration of the windows which are character-defining features of the house.

Chris Limerick, 803 North Robinson, Richmond, VA, the project contractor, said there were maintenance concerns with leaving the windows in place and covering or shuttering them.

Ms. Weitzman suggested revisiting the kitchen design and taking a fresh look. Ms. Carter said they had evaluated many different designs and felt that this design best accommodated the many challenges of the house.

Mr. Limerick offered comments and discussion on frosted glass being an option for the bottom sash at the kitchen sink. He also said they could keep the full height of the window in the mudroom.

Ms. Schwartz summarized the discussion and the Board's consensus on alterations to the windows. The mudroom window closest to the rear of the west elevation would shift location, but both sashes and the existing framing would be retained. The middle rear window at the cook-top would be removed and in- filled, but the framing would remain at the exterior and closed shutters would be installed. The middle front window at the kitchen sink would shift location slightly, both sashes and framing would be retained, and the lower sash would be frosted or made opaque. The upper sash of the window removed at the cook-top would be installed as a casement at the second floor as shown on the submitted drawing. The upper windows on the east elevation will be replaced with new windows as shown on the submitted documentation to meet egress requirements.

Mr. Van Zandt made a motion to approve the request as summarized by Ms. Schwartz Mr. Scully seconded. The motion carried unanimously.

PUBLIC HEARING

A. New Business

i. COA 2016-40 – 715 Caroline Street – Raymond Renault requests a Certificate of Appropriateness to replace two exterior light fixtures and install two new exterior light fixtures for the Legume restaurant.

The applicant, Jessica Renault, was present. There was no public comment.

Ms. Weitzman was concerned with fixture B and the back plate. She asked if it would be wider than the pilaster where it will be mounted. Ms. Renault stated the fixture is to wash the light down the building and it will be mounted to a box. The box will not be wider than the pilaster.

Mr. Van Zandt made a motion to approve the request as presented. Ms. Weitzman seconded. The motion carried unanimously.

ii. COA 2016-42 – 1308 Caroline Street - Charles and Susan Fennell request a Certificate of Appropriateness to relocate a portion of the existing six foot fence to the property line at the rear of this single-family residence.

The applicants, Charles and Susan Fennell, were present. There was no public comment.

Mr. Scully made a motion to approve the request as presented. Ms. Pates seconded. The motion carried unanimously.

iii. COA 2016-41 – 1213 Prince Edward Street– Bill Cole requests a Certificate of Appropriateness to construct a pergola to the rear of this single-family residence.

The applicant, Bill Cole, was present. There was no public comment.

Mr. Scully made a motion to approve the request as presented. Ms. Weitzman seconded. The motion carried unanimously.

iv. COA 2016-43 – 1006 Caroline Street- Leonard Atkins requests a Certificate of Appropriateness to replace four windows at the second story of the front elevation.

The applicant, Leonard Atkins, was not present. There was no public comment.

Ms. Schwartz presented a piece of the window frame provided by the applicant so the Board could see the level of deterioration.

Mr. Van Zandt asked for clarification on the replacement window muntins since one information sheet said "GBGs – grilles between the glass." Ms. Schwartz clarified that the windows would have simulated divided lites with spacer bars between the glass panes.

Ms. Weitzman commented that the existing windows were likely not original due to the trim details and the aluminum jamb liners. She said the replacement was appropriate and commended the applicant for choosing these windows and color. Mr. Scully commented that these particular windows did not appear to be a character-defining feature of the building.

Mr. Van Zandt made a motion to approve replacement of the windows on condition that windows with simulated divided lites and a spacer bar between the glass be used. Ms. Weitzman seconded. The motion carried unanimously.

v. COA 2016-44 – 900 Princess Anne Street– Michael Adams requests a Certificate of Appropriateness to construct a 12 foot by 13 foot brick dumpster enclosure to the rear of the National Bank Building.

Beth Black, of the Foode restaurant, was present to represent the applicant. There was no public comment.

Ms. Weitzman was concerned about the choice of material for the front of the gate. She said she was concerned that the hardie panel would deteriorate quickly because it is very thin. Ms. Schwartz commented that the gate is reinforced with steel.

Ms. Weitzman made a motion to approve the request as submitted with the recommendation that the owner consider an alternate material for the gate. Ms. Barile seconded. The motion carried 5-0-1 with Mr. Van Zandt abstaining.

vi. COA 2016-46 – Corner of Frederick Street & Caroline Street– The Fredericksburg Arts Commission requests a Certificate of Appropriateness to install a concrete pad to be used for the display of artwork.

Preston Thayer was present representing the Fredericksburg Arts Commission.

Ed Whelan, 1707 Princess Anne Street, spoke in support of the application. He said he applauded the efforts of the Arts Commission and asked the Board to support this project.

Ms. Weitzman asked if the area of the art display, the concrete pad, would be lit. Mr. Thayer stated that it would not be lit.

Dr. Barile said that if any ground disturbance deeper than six inches would be required, she recommended that archaeological excavation or observation be considered by the City.

Dr. Barile made a motion to approve the request as submitted with the recommendation that archaeological investigation be considered for any disturbance greater than six inches. Ms. Pates seconded. The motion passed 6-0.

vii. COA 2016-47 – 401 Charles Street – Hamilton Palmer requests a Certificate of Appropriateness to construct an entrance into the basement of the Purina Tower and construct a 16 by 20 foot garage at the northeast corner of the site.

The applicant, Hamilton Palmer, was present. There was no public comment.

Dr. Barile asked to confirm that there would be no alterations to the casement windows at the basement of the tower. Ms. Schwartz confirmed that the windows would not be changed.

Ms. Weitzman asked what the basement would be used for and cited concerns with the property's location in the 100-year floodplain. Mr. Palmer stated he would be using the space for storage. In the near future, he would possibly use it as a commercial space. Mr. Van Zandt stated he appreciated the wonderful detail in the application. Dr. Barile agreed.

Mr. Van Zandt made a motion to approve the request as submitted. Ms. Pates seconded. The motion carried unanimously.

GENERAL PUBLIC COMMENT

Emily Taggart-Schricker, 801 Marye Street, representing Historic Fredericksburg Foundation, thanked staff for including the public comment period. Ms. Taggart-Schricker stated that she was happy with the direction the One Hanover project was going, but felt more work was needed on the top floors and the belvederes. She asked the Board to evaluate whether the recesses on the elevations were deep enough to reduce the massing. She said she did not support the use of Art Deco details on the traditionally warehouse-lined Sophia Street.

Ed Santner, 231 Caroline Street, stated that he was a member of the Historic Fredericksburg Foundation Board of Directors. Mr. Santner said he had been concerned about the One Hanover project during the initial application and was still concerned about maintaining the historic character and historic surroundings. He said he thought the idea of "compatible but different" for infill construction was a contradictory philosophy. He said he feels that the design is too contemporary, and would prefer that the building look more historically compatible.

OTHER BUSINESS

A. Transmittal of Planning Commission agenda- ***Rescheduled for August 31, 2016***.

B. Discussion: Informal review of alterations at 1010 Caroline Street.
Sean Haynes, 1016 Charles Street, representing Lifecycle Construction said they were considering purchasing and rehabilitating the current Tim's Mart building at 1010 Caroline Street. Mr. Haynes discussed potential uses of the building for restaurants, retail, office space, and residential units.

He discussed the concept of removing the current façade and creating a new design based on the original structure located at this site for the Spotless Store. Dr. Barile said that this building's mid-century Modern design was significant and that it was considered a contributing structure to the Historic District. She said she would not support removal of the façade. The Board concurred.

The Board discussed the use of the space and indicated their support for reuse of the building. They suggested that Mr. Haynes explore ways to use the existing façade.

C. Discussion: COA 2016-12 –100 Hanover Street – Tommy Mitchell
James McGhee, the project architect, set up a model for perspective view of property at street level. The Board gathered to view the model and see the perspective of the building in relation to surrounding structures.

Ms. Weitzman asked about other building elevations up Hanover Street. Mr. McGhee referenced different buildings to show relative size. The Board discussed the depth of balconies which are 8 feet deep on the front of the building.

The Board made several recommendations for Mr. McGhee to consider:

- Consider adding a cornice at the third story to de-emphasize top stories
- Reverse the "saw tooth" feature, consider turning it into a gable to echo surrounding buildings
- Consider incorporating a third belvedere at the rear wall
- Soften or simplify the stepped profile at the fourth story corners
- Show railings on future drawings
- Look at the symmetry of the center tower/make it more symmetrical
- Show the cornice at the top of the belvederes
- Indicate materials

ADJOURN

Mr. Van Zandt made a motion to adjourn. Ms. Barile seconded. The motion carried unanimously.

Meeting adjourned at 9:36 p.m.

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John Harris, ARB Chair

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: August 8, 2016
SUBJECT: Certificate of Appropriateness for demolition and new construction at 100 Hanover Street
1st review for demolition and site planning, scale, and massing

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ISSUE

Tommy Mitchell requests a Certificate of Appropriateness to:

- Demolish the existing structures at 106-108 Hanover Street and 718 Sophia Street
- Construct a new four-story mixed-use masonry building. The building footprint will be 105 feet along Hanover Street and 155 feet along Sophia Street, with ground level parking.

RECOMMENDATION

Approval of the demolition of 106-108 Hanover Street and 718 Sophia Street contingent upon approval of the proposed new construction.

Approval of the site planning, scale, and massing for new construction at 100 Hanover Street with architectural details to be considered at a second public hearing.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

City Code § 72-23.1 D(3): Demolition, Removal or Relocation

1. No historic landmark, building or structure within the HFD shall be razed, demolished, or moved until the razing, demolition or moving thereof is approved by the ARB. In determining the appropriateness of any application for the razing, demolition, or moving of a building or structure, the ARB shall consider the following criteria:
   (1) The architectural significance of the building or structure.
   (2) The historical significance of the building or structure.
   (3) Whether a building or structure is linked, historically or architecturally, to other buildings or structures, so that their concentration or continuity possesses greater significance than the particular building or structure individually.
   (4) The significance of the building or structure or its proposed replacement in furthering the Comprehensive Plan's goals.
   (5) The condition and structural integrity of the building or structure, as indicated by documentation prepared by a qualified professional or licensed contractor, or other information, provided to the board for examination. The City Manager may obtain an assessment from a qualified professional or licensed contractor to assist the ARB or City Council in rendering a decision.

(6) Effect on surrounding properties.
(7) Inordinate hardship. This inquiry is concerned primarily with the relationship between the cost of repairing a building or structure and its reasonable value after repair. An inordinate hardship is an instance when preservation will deprive the owner of reasonable economic use of the property.

City Code § 72-23.1 D(1): New construction

No building or structure shall be erected or reconstructed within the HFD, unless approved by the ARB as being architecturally compatible with the historic landmarks, buildings, structures and areas located therein. The ARB shall, in making its decisions, consider the characteristics of a proposed building or structure as they affect and relate to the district, including the following elements:

(a) Site planning (continuity of street edge, spacing between buildings, fences and walls, parking);
(b) Building scale (size, height, facade proportions);
(c) Building massing (form, roof shape, orientation);
(d) Roof (shape, pitch, overhang, dormers, skylights, chimneys);
(e) Windows (type, shape and proportion, rhythm and balance, blinds/shutters);
(f) Doorways (placement and orientation, type);
(g) Storefronts (materials, architectural details);
(h) Exterior architectural elements (entrances, porches and steps, cornices);
(i) Materials (wall surfaces, foundation, roof); and
(j) Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities).

Historic District Handbook

Site Planning (pg. 69)

1. New buildings should be sited to reinforce the traditional street edge.
2. Corner buildings in the downtown commercial district should avoid deep setbacks or open corners that disrupt street edge continuity.

Building Scale (pg. 74)

1. Although the zoning ordinance defines height limitations within the various parts of the city, building height at the street front should be compatible with the prevailing height of the entire block.
2. New buildings that must be taller than the prevailing height should be stepped back so the additional height is not visible from the street.
3. The primary façade of a new commercial building should be modulated with bays to reflect the prevailing width of the adjoining historic buildings.
4. Architectural features—such as porches, entrances, storefronts, and other decorative elements—should be used to reinforce the human scale of the Historic District.

Building Massing (pg. 75)

1. Building form should relate to the existing streetscape. If most of the building forms are simple, then the form of a new building should respect that characteristic.
4. New commercial and professional buildings should respect the orientation of similar buildings in the Historic District.

BACKGROUND

The site known as 100 Hanover Street is located at the southwest corner of the intersection of Hanover and Sophia Streets. Three historic structures currently exist on the site. Two of the structures are attached, 106 and 108 Hanover Street, and one additional structure is located at 718 Sophia Street. In 2013, the project was considered by the ARB and approved with a different architectural design. Concurrently, City Council approved a Special Use Permit and Special Exceptions to exceed the 50 foot height limit by six feet, increase the residential density, and modify the required commercial component due to the property's location in the floodplain. These approvals remain valid; however, the Certificate of Appropriateness has expired.

A request to renew the Certificate of Appropriateness was considered by the ARB during the March 4, 2016 hearing. Due to concerns about the overall scale, massing, and architectural compatibility with the historic character of the District, the architectural design of the project has been modified during the course of review and discussion over the last several months. As defined in §6.C of the Board's Rules of Procedure, the ARB may engage in a two-step review of complex or large-scale projects, holding one public hearing to evaluate the site planning, scale, and massing, and a second hearing to consider the final proposed project in its entirety. Currently under consideration is this first review of site planning, scale, and massing.

Demolition of 106-108 Hanover Street and 718 Sophia Street

The Board should first evaluate demolition of the existing structures as a component of the site planning. The commercial structures at 106 and 108 Hanover Street are attached, one-story, flat-roofed buildings of concrete block construction. The structure to the west, at 108 Hanover, features a brick façade, while 106 features a concrete block façade. Both buildings have stepped parapets over large display windows, exhibiting elements of the Art Deco style. Building permit records show that 108 Hanover was constructed c.1952 as a plumbing shop, and 106 Hanover was constructed c.1953 as a dry cleaning shop. Previous reports have listed a construction date of c.1930 for these structures; however, Sanborn Fire Insurance Maps show that the site was previously occupied by a row of three simple two-story tenement dwellings.

The building at 718 Sophia Street is a wood-framed warehouse-type structure clad in corrugated metal with a front-gabled metal roof. The structure is two stories in height, with a double vertical board wood entry door placed off-center on the east-facing front elevation. Fixed windows are located on the first floor, with double-hung six-over-six windows on the second floor. Constructed as a tin and plumbing workshop, the building first appears on the c.1927 Sanborn Fire Insurance Map. The City's 2006 architectural survey notes that all three buildings have limited architectural and historical significance, but do reflect the patterns of development of the interwar and post-war periods in the historically semi-industrial and commercial waterfront neighborhood along Sophia Street. All three are recommended as contributing structures to the character of the District.

The architectural significance of the buildings.	Not individually significant; commercial properties exhibit distilled elements of postwar Deco architecture. Warehouse is reflective of early 20th-century industrial structures.

The historical significance of the buildings.	Limited; reflective of patterns of development in the interwar and postwar periods.
Whether a building or structure is linked, historically or architecturally, to other buildings or structures, so that their concentration or continuity possesses greater significance than the particular building or structure individually.	These vernacular structures are simple and utilitarian, reflecting architectural trends of the interwar and postwar periods as well as patterns of development in the semi-industrial/commercial waterfront neighborhood along Sophia Street.
The significance of the building or structure or its proposed replacement in furthering the Comprehensive Plan's goals.	The site as a whole possesses limited historic integrity and is not an intact block. The potential for interpretation is low. In addition, the Comprehensive Plan calls for development of an open riverfront park on the east side of Sophia Street and increased density and redevelopment on the west side of Sophia Street. The existing structures have limited potential for adaptive reuse.
The condition and structural integrity of the building or structure.	106 and 108 Hanover appear to be in reasonably good condition. 718 Sophia Street appears to be in fair condition. A structural assessment has not been conducted.
Effect on surrounding properties.	Removal of these structures is intended to accommodate new construction that furthers the goals of the Comprehensive Plan and allows for increased use and revitalization of the Sophia Street corridor.
Inordinate hardship.	Unknown.

Due to the limited architectural and historical significance of the structures at 106 and 108 Hanover Street and 718 Sophia Street, and the alignment of the proposed replacement with the goals of the City's adopted Comprehensive Plan, it is recommended that the Board approve the demolition contingent upon approval of the proposed new structure. The context represented by these structures is clearly demonstrated by other properties within the District, and their removal will not have an adverse impact on the historic significance of the District as a whole. However, documentation of the structures before their removal is recommended.

New Construction at 100 Hanover Street

The applicant proposes to construct a new four-story mixed-use masonry building at the southwest corner of the intersection of Sophia and Hanover Streets. The ground floor will include all required parking as well commercial space along Hanover Street. The three upper floors will include 17 condominiums. This first review includes consideration of the site planning, scale, and massing of the proposed infill.

- **Site Planning**
  The building footprint will be 105 feet along Hanover Street and 155 feet along Sophia Street, with a 20-foot wide alley at the rear west side of the property. The building will be sited at the sidewalk on Hanover and Sophia Streets, with no setback, as is typical for historic structures throughout the Historic District. The *Historic District Handbook* specifies that new buildings should be sited to reinforce the traditional street edge; and that corner buildings in the downtown

commercial district should avoid deep setbacks or open corners that disrupt street edge continuity. Parking should also be situated to allow for reinforcement of the existing street edge. The proposed construction meets this standard and accommodates floodplain restrictions by locating the parking within the building's footprint.

Additionally, the Special Use Permit granted by City Council carries with it the condition that the landowner conduct a Phase I archaeological survey of the site of the proposed development, and if indicated, a Phase II survey, prior to obtaining a building permit for the structure.

- **Building Scale and Massing**
  The proposed structure is four stories in height, with the flat roof 44 feet four inches above grade. A parapet wall and railing extends above the flat roof at the perimeter of the building, and four belvederes—two at the rear corners of the structure above the west elevation and two inset from the edges of the roof—project an additional nine feet above the roof surface. Visibility of the inset belvederes will be limited from street level. The approximate heights of other large-scale buildings near the project site are shown in the table below:

Building	Height as defined in City Code § 72-82.6	Highest Point
One Hanover	44 feet	53 feet
Shiloh Baptist Church—Old Site	44 feet	50 feet
Sophia Street Parking Garage	45 feet	55 feet
725 Caroline Street (SE corner Caroline & Hanover Streets	36 feet	42 feet
801 Caroline Street (NE corner Caroline & Hanover Streets)	34 feet	42 feet
800-804 Caroline Street (NW corner Caroline & Hanover Streets)	50 feet	53 feet
722-728 Caroline Street (NE corner Caroline & Hanover Streets)	46 feet	50 feet

The height of the structure along Sophia Street appears to vary less than ten percent from the height of the Shiloh Baptist Church located diagonally across the intersection, as is specified in the *Historic District Handbook.* In addition, the roofline displays significant variation through the use of setbacks, parapet walls, inset balconies, and the belvedere elements. These serve to prevent the building from appearing as a monolithic mass, in spite of the building's large footprint. The modulation of the building's height, with the shortest portion of the building fronting on Sophia Street and the tallest at the rear, serves to accentuate the natural topography of the District sloping down to the east at the river.

The Secretary of the Interior's Standards primarily provide guidance for the rehabilitation of historic buildings, but Standard 9 also specifies that new construction shall be differentiated from the historic buildings, but compatible with the massing, size, scale, and architectural features of the historic properties and environment. As physical records of time, place, and use, new structures should not create a false sense of history in the District. In accordance with this standard, this building is contemporary in style, but displays a number of features that meet the

standards of compatibility. The Hanover Street, Sophia Street, and south side elevations are divided into multiple modulated bays ranging roughly from 10 to 30 feet in width. Average commercial storefronts and building widths in the Historic District are in a similar range, with adjacent properties on Hanover Street ranging from 16 to 44 feet in width. Each bay displays a primarily vertical character, and the use of inset and stepped balconies, as well as variations in the wall plane, help to mitigate the impact of the building's overall scale. These modulations in the surface help to create a high level of visual interest and reinforce the human scale of the District created by the surrounding historic structures.

Materials and details will not be evaluated until the site planning, scale, and massing have been approved by the Board; however, the applicant has provided preliminary information to assist in visualization of the proposed building. The body of the building will be brick, with textured brick used for details and potentially the ground floor. Areas that are stepped back from the primary wall plane will be clad in an alternate material, potentially wood. Railings will be metal, with some consisting of cables and others a picket style. The condo levels will have operable windows.

The site planning, scale, and massing meet the standards and guidelines for the Historic District and approval is recommended. Architectural details, including windows, doors, storefronts, cornices, wall surfaces, materials, and other elements will be considered at a second public hearing. Compatibility with the character of the District can be increased through these additional elements, and items that the Board and applicant may wish to address include:

- Elimination of the "sawtooth" feature at the center of the Sophia Street elevation and alteration of the stepped walls at the fourth story corners. Simplifying these profiles is more in keeping with the character of buildings throughout the district. Consider incorporating a profile that relates to the gabled roofs of neighboring structures.
- Clear delineation of the ground floor and storefronts through materials, coloration, and/or the addition of a cornice or other physical element
- Variations in the color and materiality of bays to provide clear differentiation and mitigate the impact of the building's scale
- Addition of a cornice or differentiation of the parapet wall to reflect the traditional divisions of height of historic commercial buildings in the District
- Details of window, door, railing, grating, etc. types, materials, and trims
- Ensure the ratio of wall surfaces and openings on elevations is balanced

Attachments:

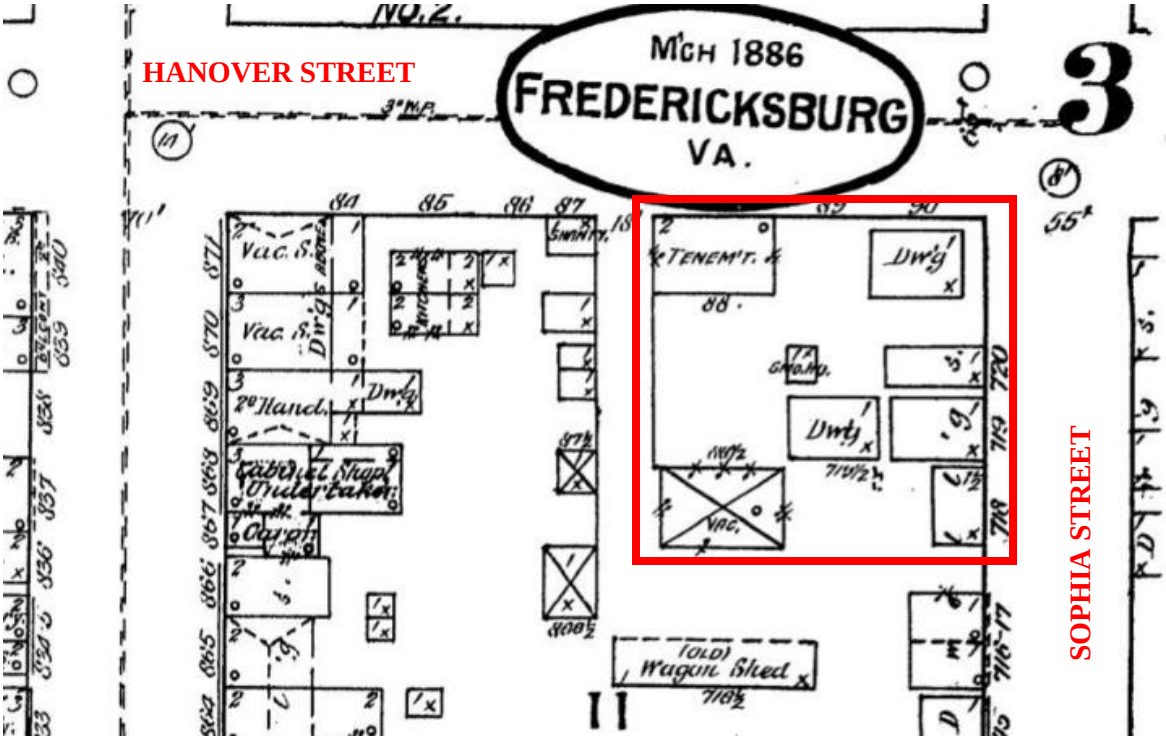
1. Aerial and street view photographs showing property location
2. Front elevation photographs, 106-108 Hanover Street and 718 Sophia Street
3. Sanborn Fire Insurance Maps, c.1886 and c.1902
4. Sanborn Fire Insurance Maps, c.1927 and c.1947
5. Site planning diagram, showing typical setbacks
6. Massing study, showing typical divisions of bays/storefronts
7. Floor plans
8. Elevations
9. Perspective renderings

AERIAL

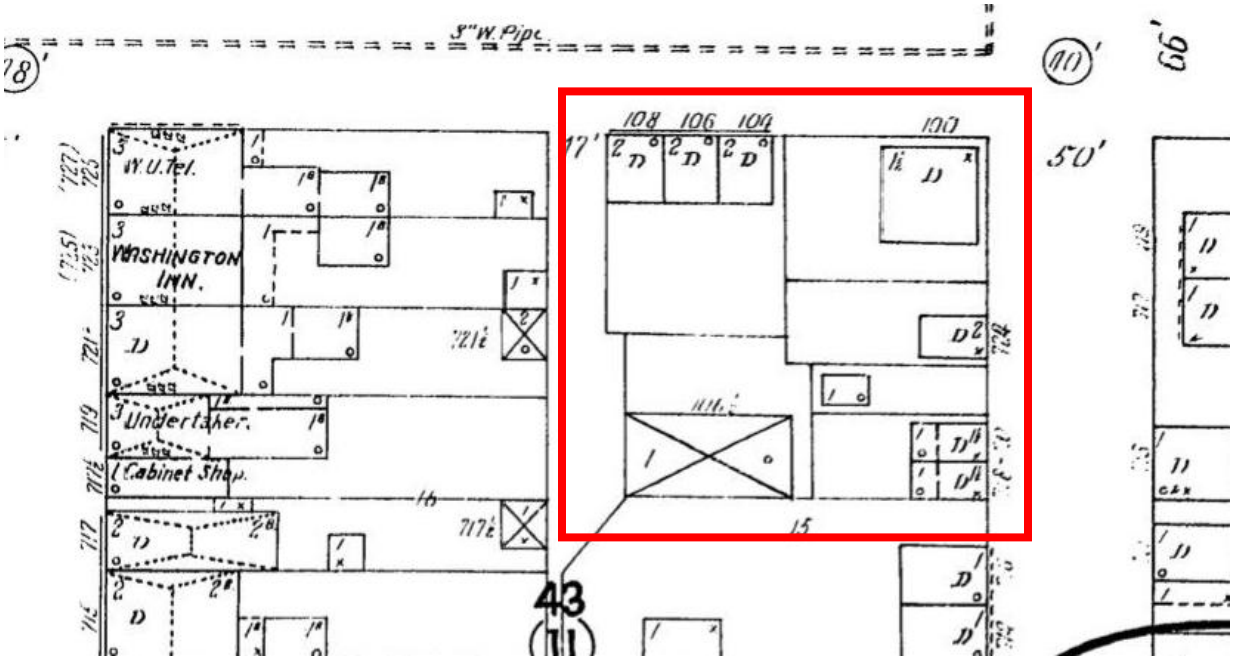
EXISTING SITE

106-108 Hanover Street

718 Sophia Street

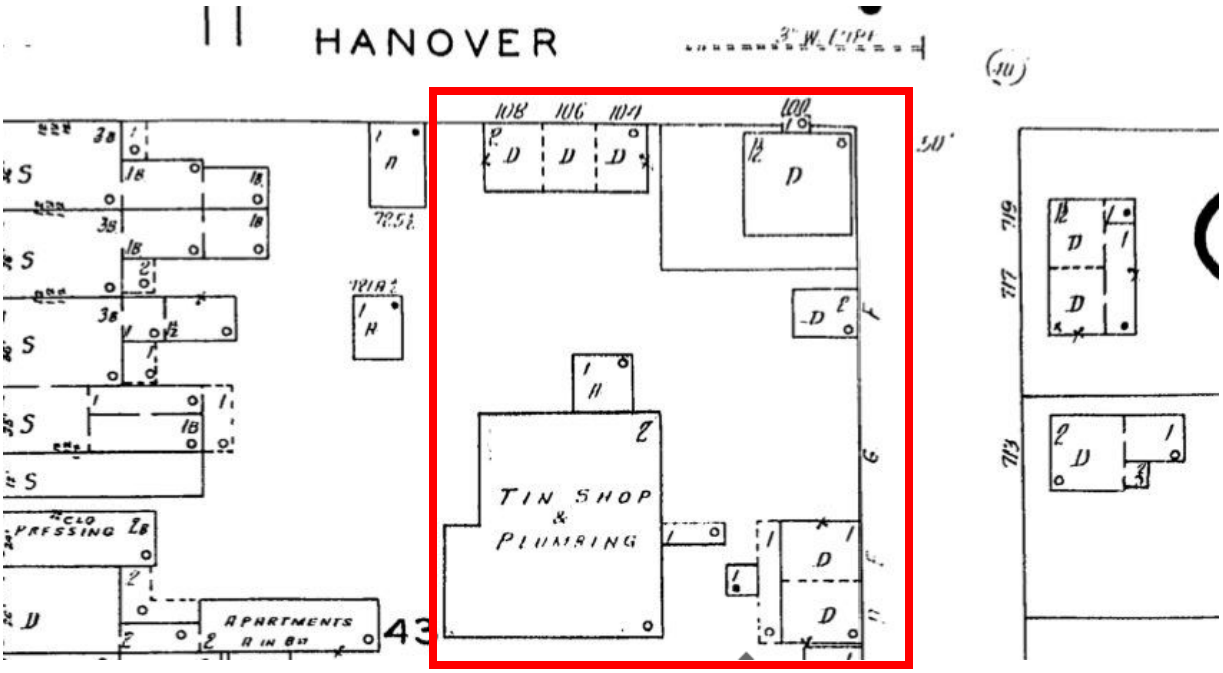


Sanborn Fire Insurance Map, c.1886



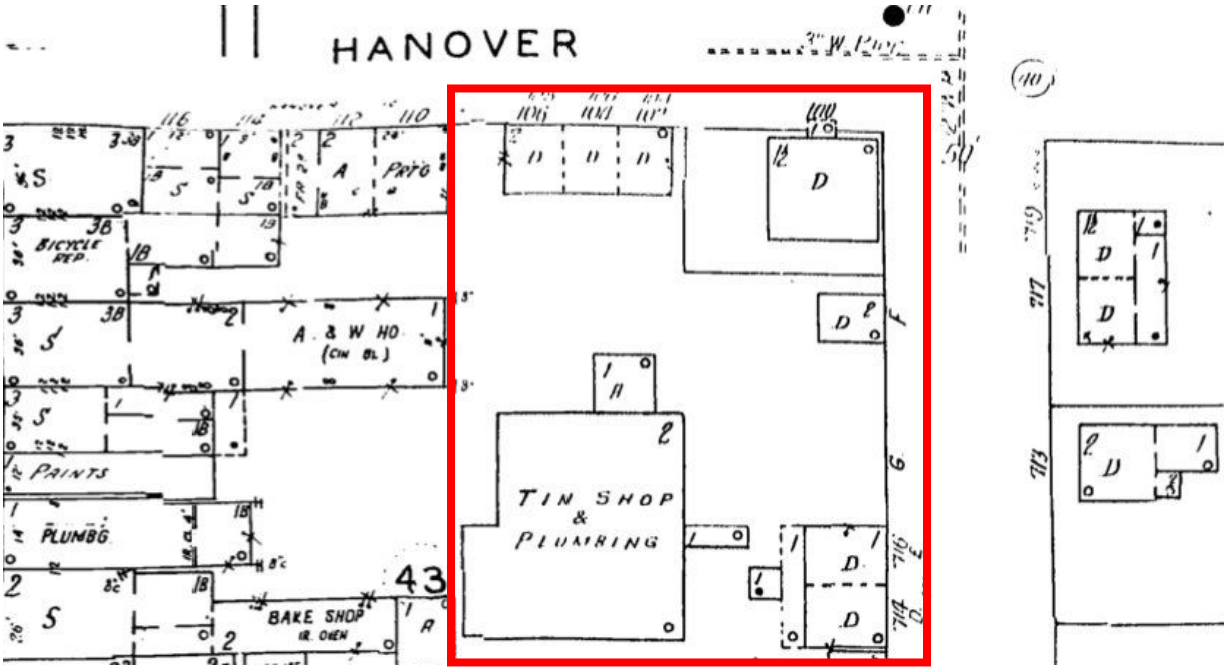
Sanborn Fire Insurance Map, c.1902

Note the three two-story dwellings at 104-108 Hanover Street, later demolished for construction of the existing commercial structures.

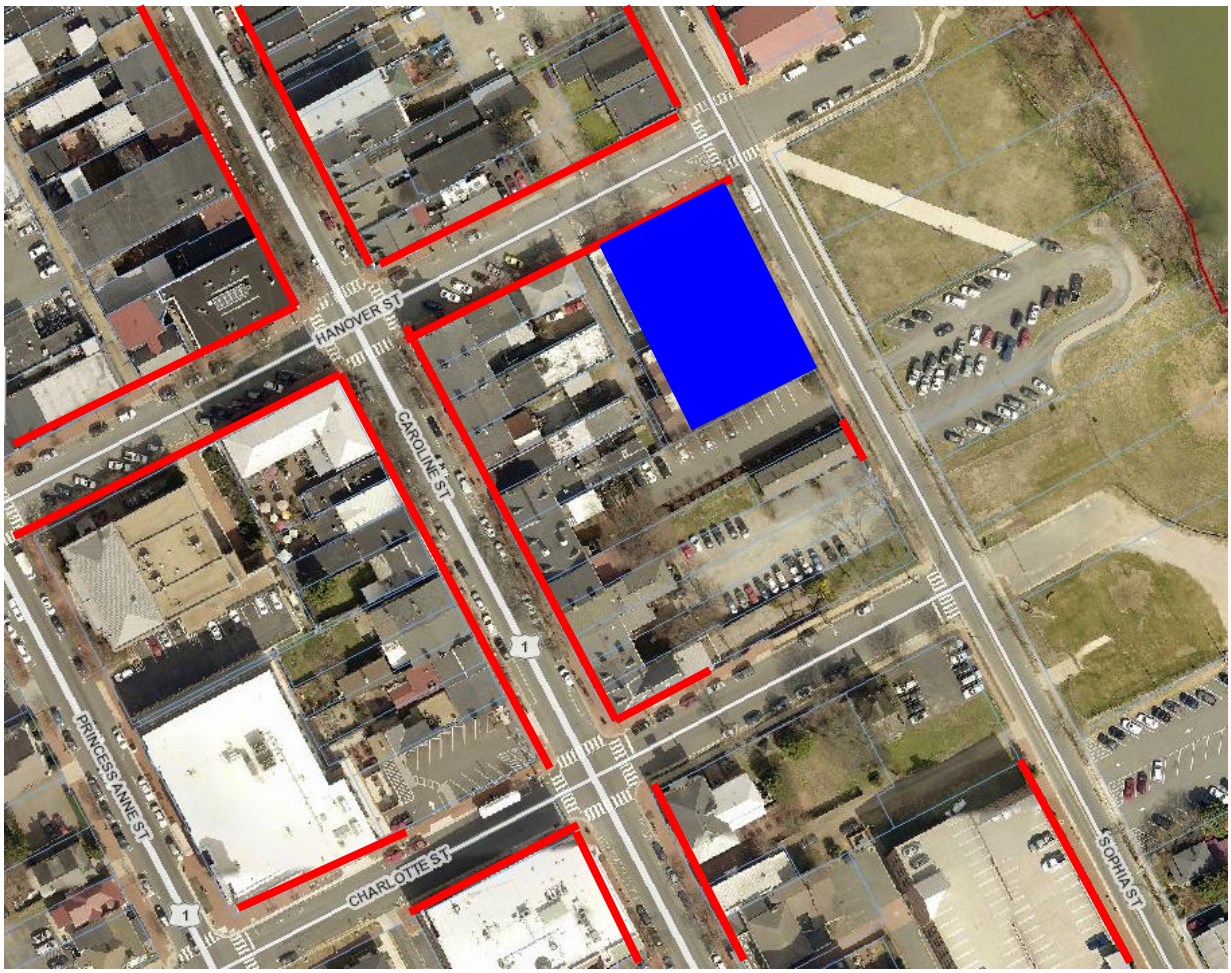


Sanborn Fire Insurance Map, c.1927

Note the addition of the "Tin Shop & Plumbing" warehouse at 718 Sophia Street.



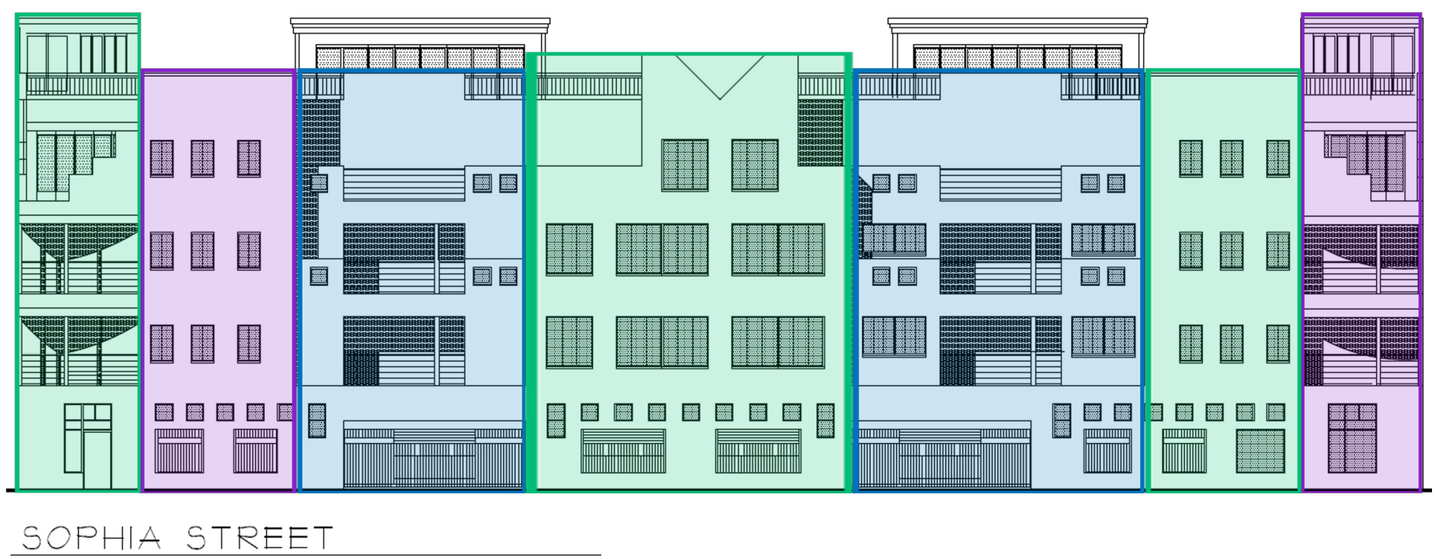
Sanborn Fire Insurance Map, c.1947



Denotes surrounding buildings fronting on the street with no setback.
Buildings are typically sited to reinforce the street edge.
Proposed new structure shown in blue.

Division of Bays at Hanover Street

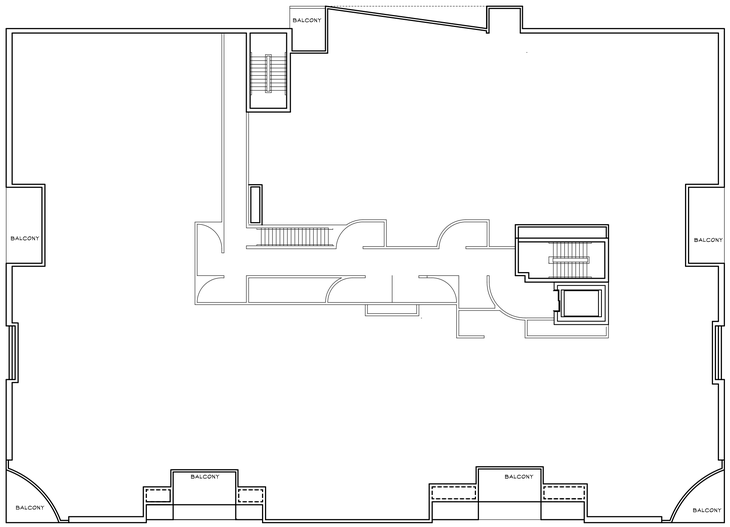
Division of storefronts, existing buildings on Caroline Street



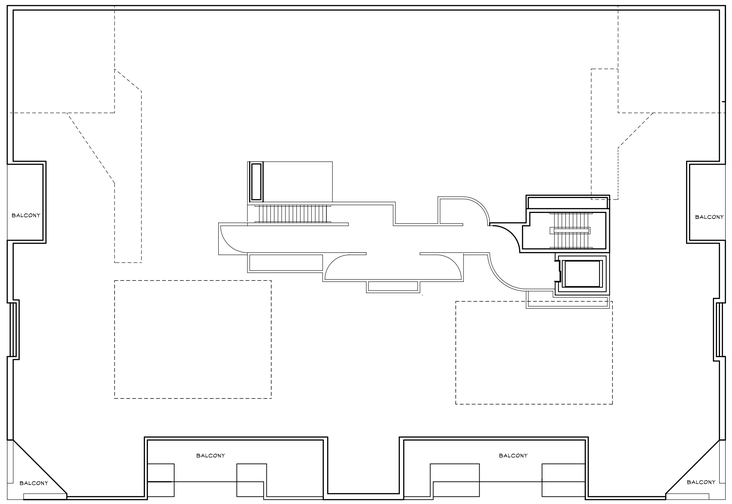
Division of bays at Sophia Street

Division of storefronts,
existing buildings on Sophia Street

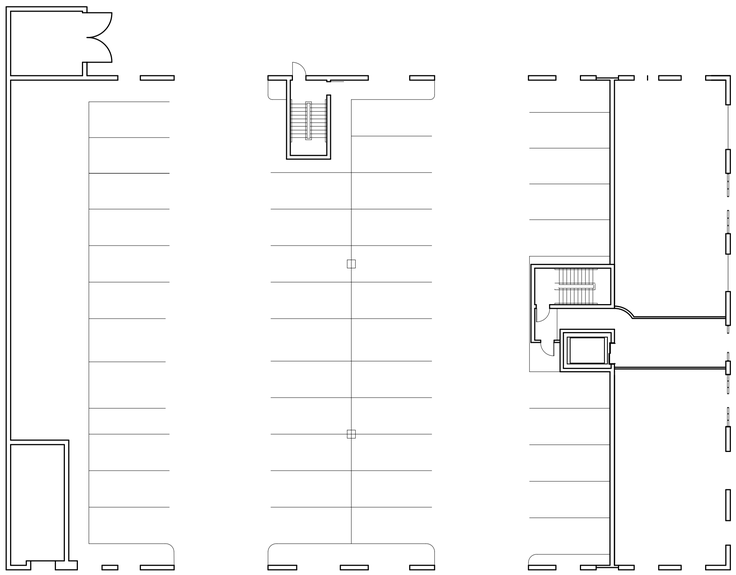
K. Schwartz 08/2016



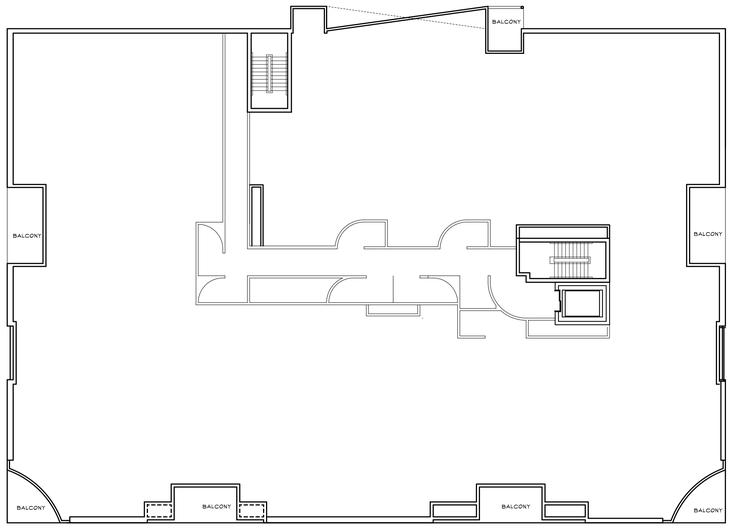
CONDO LEVEL 2



CONDO LEVEL 3



GROUND FLOOR PARKING/RETAIL

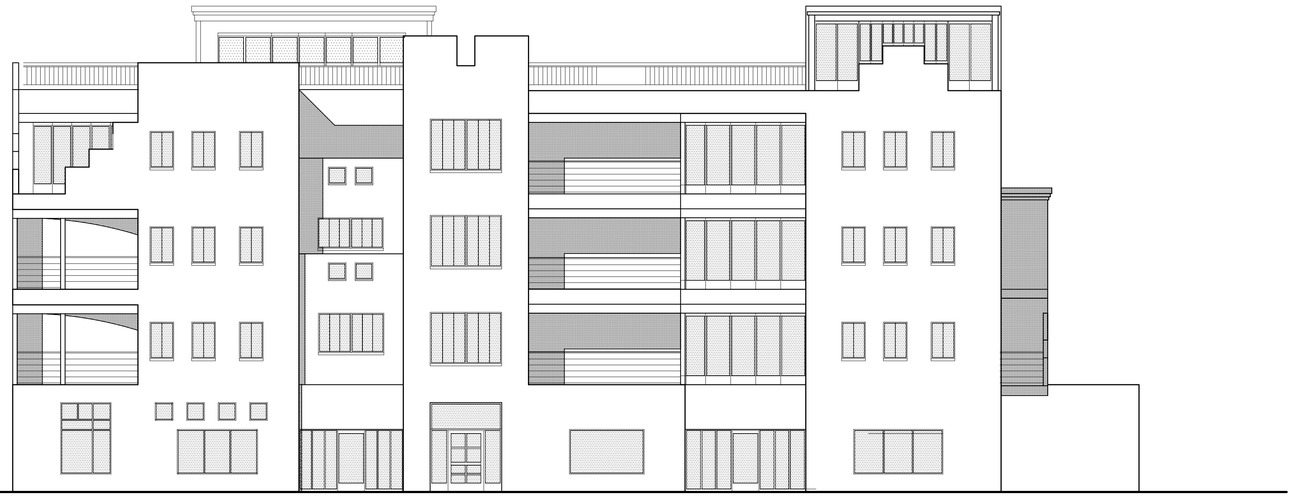


CONDO LEVEL 1

JAMES O. McGHEE
ARCHITECTS, P.C.
600 CAROLINE STREET
FREDERICKSBURG, VIRGINIA 22401
Phone 540 371 1041 · Fax 540 371 5931

25 JULY 2016

NEW BUILDING at 1 HANOVER STREET
PLANS
FREDERICKSBURG, VIRGINIA



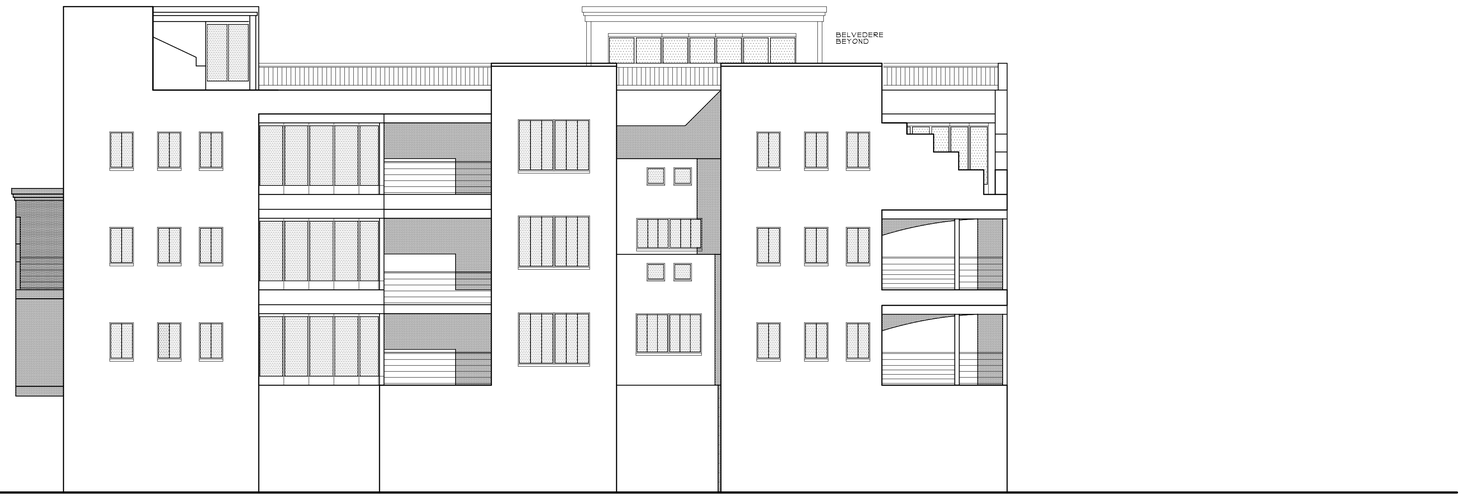
HANOVER STREET

SOPHIA STREET

JAMES O. McGHEE
ARCHITECT S, P.C.
400 CAROLINE STREET
FREDERICKSBURG, VIRGINIA 22401
Phone 540-373-1404 Fax 540-373-1831

30 AUGUST 2016

100 HANOVER STREET
ELEVATIONS
FREDERICKSBURG, VA



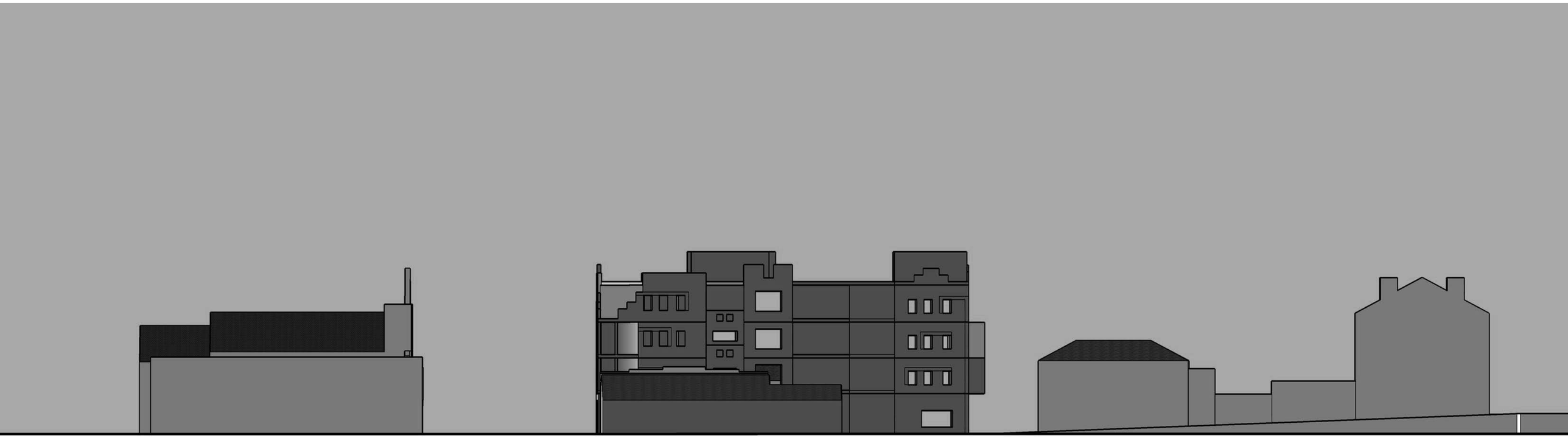
SOUTH

REAR

JAMES O. McGHEE
ARCHITECTS, P.C.
200 CAROLINE STREET
FREDERICKSBURG, VIRGINIA 22401
Phone 540-371-0171 Fax 540-371-1837

30 AUGUST 2016

100 HANOVER STREET
ELEVATIONS
FREDERICKSBURG, VA



MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for exterior alteration at 909 Sophia Street

ISSUE

Charles Stevens requests a Certificate of Appropriateness to replace existing mechanical equipment and install additional equipment at the rear/east elevation of this commercial structure.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted with the recommendation to consider including additional screening around the units if allowed by ventilation requirements.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

Standard 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

Standard 10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

BACKGROUND

The vernacular commercial building at 909 Sophia Street was constructed c.1952 as a plumbing shop. The two-story building is constructed of concrete block with a common bond brick façade. Multi-light, fixed, metal-frame windows are typical on the front and rear elevations, and the façade features a metal-framed display window and a paneled garage door. All openings feature soldier brick lintels. The flat roof is surrounded by a simple parapet with molded tile coping. The building is a contributing structure in the Historic District.

The applicant proposes to replace one mechanical unit at the rear elevation and install two additional units in the same area. One existing unit is located on a metal shelf attached near the center of the rear elevation. This unit will be replaced. Two new units will be installed by attaching two metal shelves and brackets to the rear elevation next to the existing set-up. All three shelves will align horizontally. The rear elevation is visible from the neighboring City-owned parking lot, but not from the public right-of-way. The shelf and supports will be mounted through the concrete block wall; however, the installation is minimally invasive.

Fredericksburg's *Historic District Handbook* does not provide specific guidelines for mechanical equipment, but the City of Richmond's *Design Review Guidelines* provide guidance that aligns with Fredericksburg's Historic District standards:

- New units should be placed in side or rear yards so as to minimize their visual impact.
- Rooftop units should be located so that they are minimally visible from the public right-of-way, and screening should be considered.
- Exhaust vents or fans should be installed where their visibility is minimized and with the least impact on historic materials.

The location of this equipment will not impact the building's character-defining historic features and is minimally visible. The proposed installation will not have an adverse impact on the character of the site or the district, and approval of the request as submitted is recommended. It is also recommended that the applicant consider additional screening for the units, if this can be accommodated without impacting the ventilation requirements of the equipment.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code § 72-23.1(D)2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

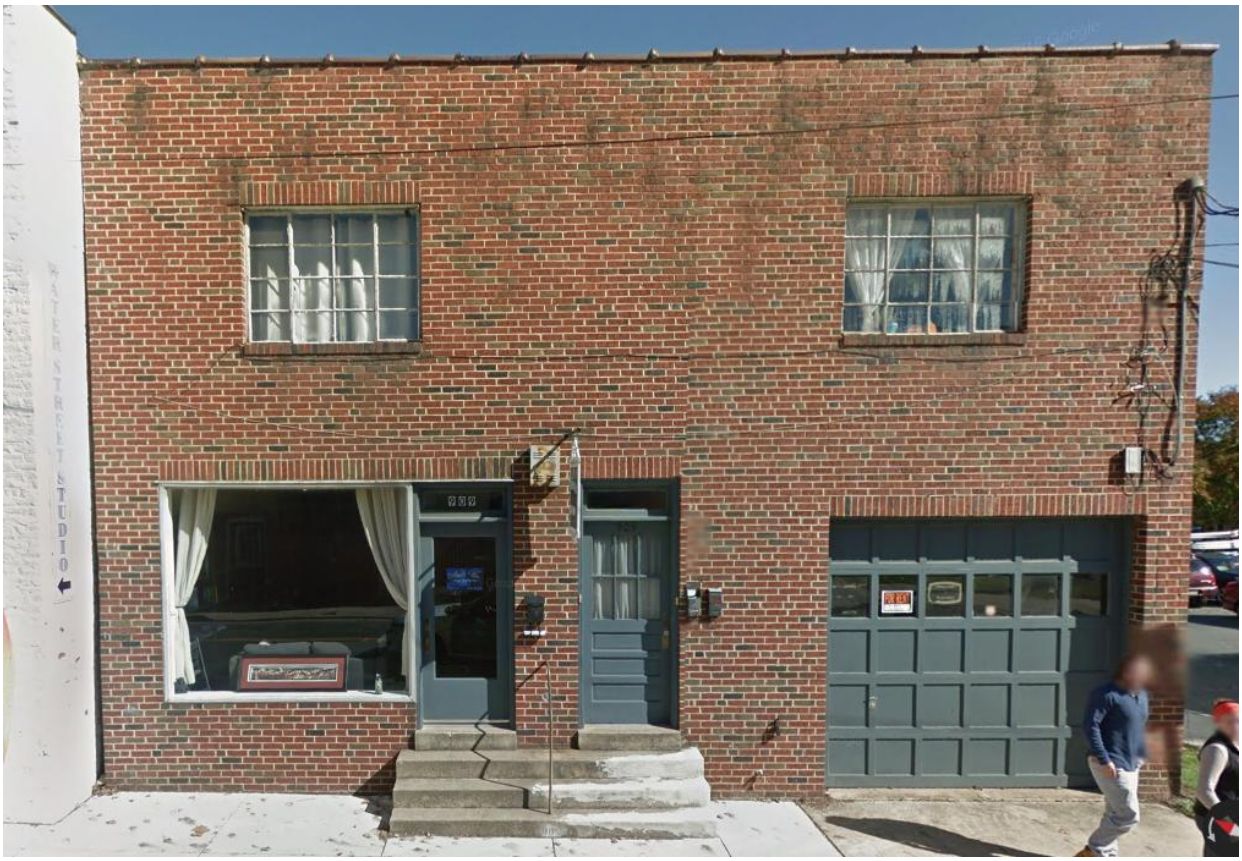
S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on

			conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

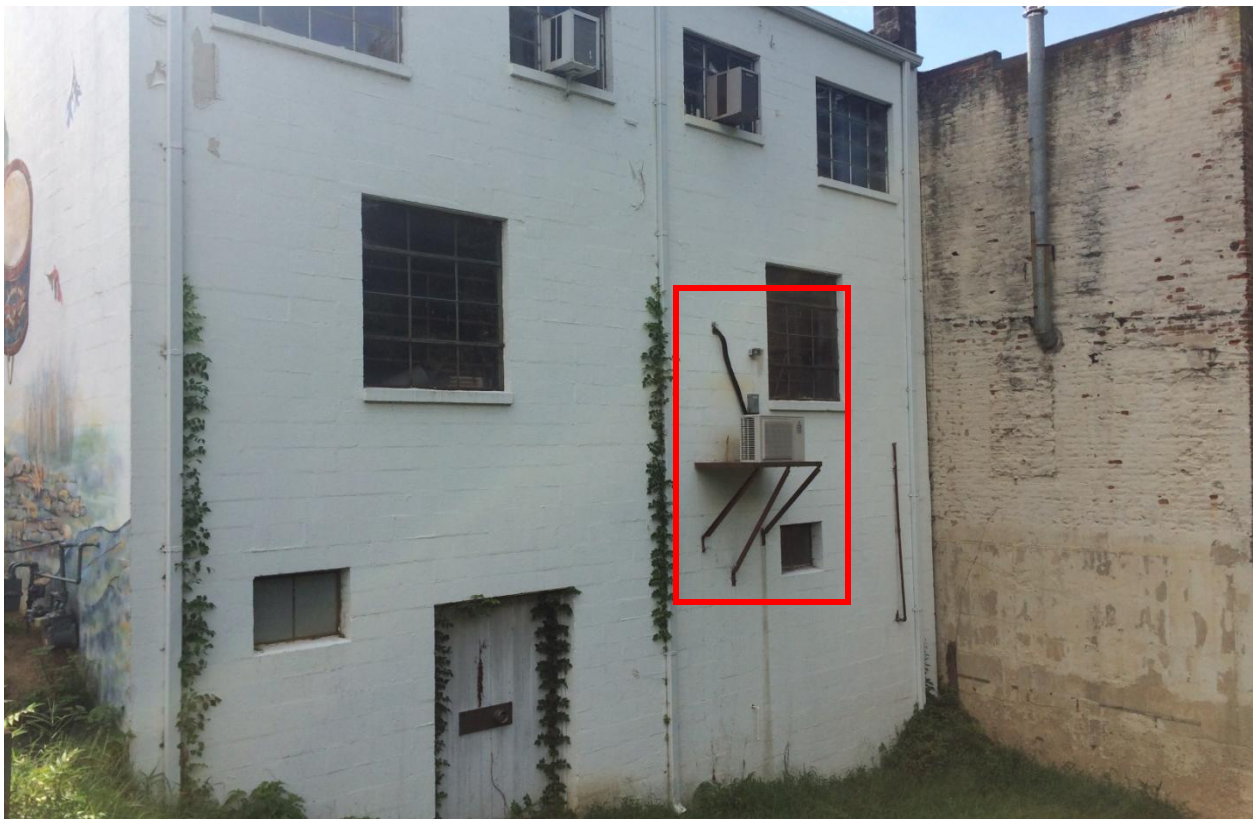
1. Aerial photograph and front elevation view
2. Photographs, view from public right-of-way and existing rear elevation
3. Proposed configuration for new mechanical equipment

AERIAL



WEST (FRONT) ELEVATION

View from Sophia Street, looking northeast
Rear elevation is not visible from public right-of-way, but is visible from City-owned property.



Rear elevation showing existing mechanical equipment to be replaced.

Proposed configuration of new mechanical equipment

COA 2016-52

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for sign installation at 815 Caroline Street

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ISSUE

Deb Foley requests a Certificate of Appropriateness to install a 30 inch by 16 inch hanging sign and a 42 inch by 26 inch window decal for the Taste Oil Vinegar Spice business.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

City Code Section 72-23.1 (D)(4) *Signs*

The ARB shall consider the following in determining the appropriateness of any application for a sign proposed within the HFD:

(a) Placement.
  [1] The sign shall be integrated architecturally with the building.
  [2] Placement should not obscure significant architectural features or details of the building.
  [3] A sign should be placed only at a location within the HFD at which the announced business or activity takes place.

(b) Lettering.
  [1] The sign should be legible.
  [2] The style and lettering of the sign should be appropriate to the structure, the business and the streetscape.
  [3] The lettering size should be in proportion both to the sign and the building.

(c) Color.
  [1] The colors of the sign should relate to those of the building.
  [2] The sign should not have so many colors that they detract from the strength of the visual image.

(d) General standards.
  [1] Signs attached to windows announcing sales, etc., are discouraged as incompatible with the character of the HFD.
  [2] All signs shall meet the requirements of § 72-59, Signage.

Signs (*Historic District Handbook*, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

BACKGROUND

The structure at 815 Caroline Street is a c.1896 vernacular commercial building of brick construction, laid in American bond. The simple flat-roofed building features a corbelled brick cornice and is divided into two narrow storefronts. The building has been divided into two businesses throughout its history, and is shown as occupied by a photography studio and a harness shop on the c.1896 Sanborn Fire Insurance Map. While the upper portion of the façade appears unaltered, the two storefronts have been changed in differing ways. The southern half at 815 features a large multi-light transom topped by a simple wood cornice over a glass display window and a paneled, half-glazed entry door. Vertical wood siding covers the storefront wall surfaces. The building is a contributing structure in the Historic District.

The applicant proposes to remove the existing window decal and projecting sign and replace them with signs of a new design for the business. The projecting sign will be a layered metal sign, thirty inches wide by sixteen inches tall, framed in rustic wood. The sign will hang from the existing bracket above the entry door. The window decal will be forty-two inches wide by twenty-six inches tall and will be placed on the storefront window in approximately the same location as the existing decal.

The sign allowance for this property is based on 10 linear feet of building frontage. The sign allowance is calculated as follows:

10 linear feet x 1.5 = 15 square feet

Sign Type	Dimensions	Area (square feet)
Projecting Sign	30 inches x 16 inches	3.33
Window Decal	42 inches x 26 inches	7.58
		Total = 10.91

The total area of the signs proposed is 10.91 square feet which is under the allowance for this site of 15 square feet. The sign materials and styles are compatible with the historic character of the District, are minimally invasive, and will not have an adverse impact on the historic significance of the structure. Approval of the request as submitted is recommended.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

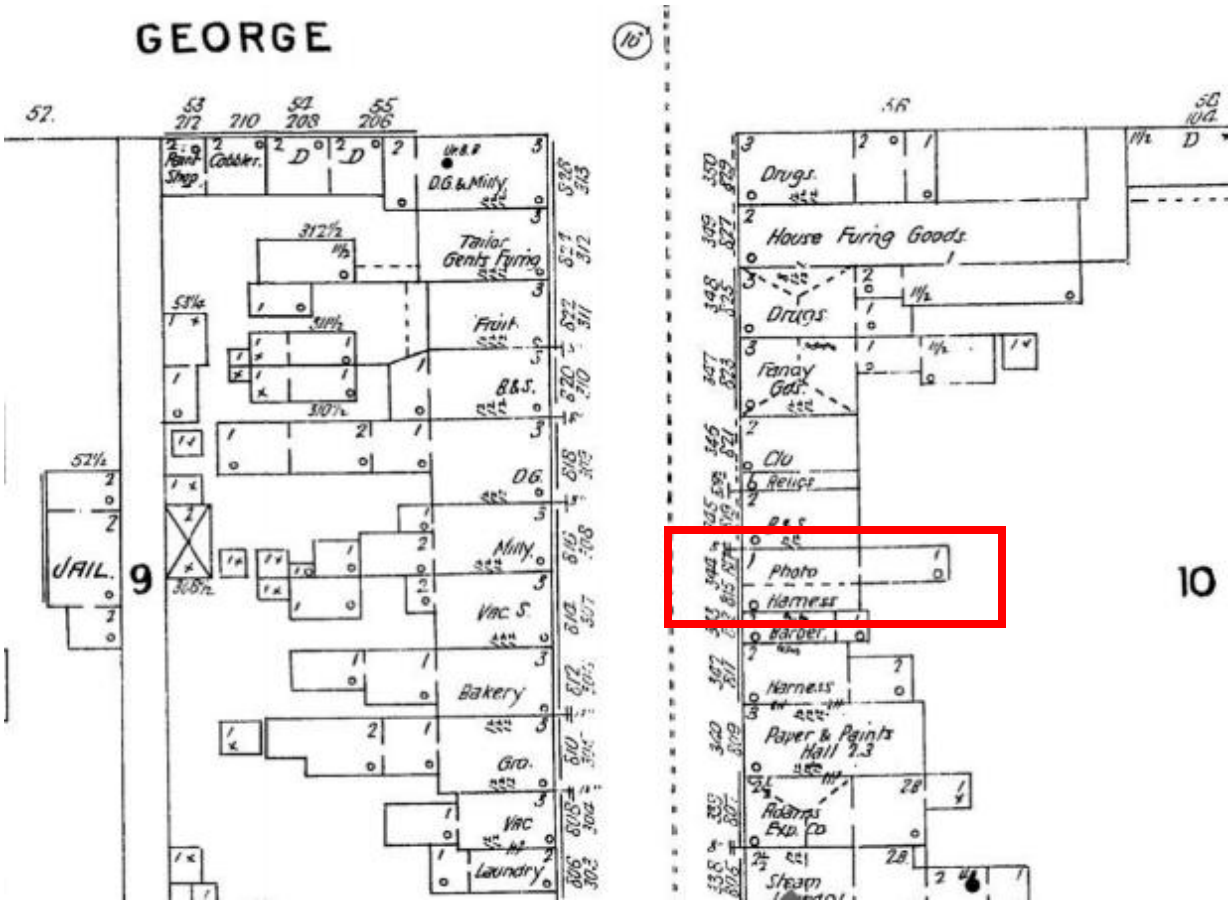
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

1. Aerial photograph and front elevation view
2. Sanborn Fire Insurance Map, c.1896
3. Projecting sign design
4. Window decal design

AERIAL

FRONT (WEST) ELEVATION



Sanborn Fire Insurance Map, c.1896

Note the division of the structure at 815-817 Caroline Street
into two narrow businesses.

Taste Oil Vinegar Spice
815 Caroline Street

Sign will be approximately 30" x 16" metal sign framed in rustic wood, Hanging on existing mount.

Taste Oil Vinegar Spice
815 Caroline Street

Logo to be approximately 42" x 26", centered on the storefront window, closer to the top.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for sign installation at 311 Frederick Street

ISSUE

Garrett Green requests a Certificate of Appropriateness to install one three foot by five foot freestanding sign for the Green Fitness business.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

City Code § 72-23.1(D)4 *Signs*

The ARB shall consider the following in determining the appropriateness of any application for a sign proposed within the HFD:

(a) Placement.
- [1] The sign shall be integrated architecturally with the building.
- [2] Placement should not obscure significant architectural features or details of the building.
- [3] A sign should be placed only at a location within the HFD at which the announced business or activity takes place.

(b) Lettering.
- [1] The sign should be legible.
- [2] The style and lettering of the sign should be appropriate to the structure, the business and the streetscape.
- [3] The lettering size should be in proportion both to the sign and the building.

(c) Color.
- [1] The colors of the sign should relate to those of the building.
- [2] The sign should not have so many colors that they detract from the strength of the visual image.

(d) General standards.
- [1] Signs attached to windows announcing sales, etc., are discouraged as incompatible with the character of the HFD.
- [2] All signs shall meet the requirements of § 72-59, Signage.

Signs (*Historic District Handbook*, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

BACKGROUND

The structure at 401 Charles Street was originally constructed c.1919 as a steel-framed, wood-clad warehouse building for the Young-Sweetser Grain Company. In 1920, the concrete grain elevator tower was added and around the same time, an expansion doubled the size of the warehouse. The monitor roof, or clerestory, projecting from the warehouse roof was added by 1927. The warehouse portion of the building is a one-and-one-half story block sheathed in corrugated metal and parged on the west side elevation. A one-story wood porch spans the south-facing elevation. The tower is constructed of reinforced concrete and features a distinctive painted checkerboard pattern. The warehouse building retains its form and massing, though much of the historic fabric has been replaced. The building is considered contributing to the significance of the Historic District.

The applicant is rehabilitating a portion of the warehouse building into a fitness center and proposes to install one freestanding sign for the business. The painted wood sign is five feet one inch wide and three feet one inch tall with a thickness of five and one-half inches. The sign is mounted on square wood posts that will be buried to a depth of two feet. The top of the sign will be four feet above grade. The sign will be located in the landscaped area at the east end of the Frederick Street elevation and will be inset 5 feet from the property line. The existing landscaping in the area will be maintained. The sign allowance for this property is based on 86 linear feet of building frontage.

The sign allowance is calculated as follows:

86 linear feet x 1.5 = 129 square feet

Sign Type	Dimensions	Area (square feet)
Ground/Freestanding Sign	3 feet 1 inch x 5 feet 1 inch	15.7
		Total = 15.7

The total area of the signs proposed is 15.7 square feet which is under the allowance for this site of 129 square feet. The sign material and style is compatible with the historic character of the District, is minimally invasive, and will not have an adverse impact on the historic significance of the structure. Approval of the request as submitted is recommended.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code § 72-23.1(D)2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

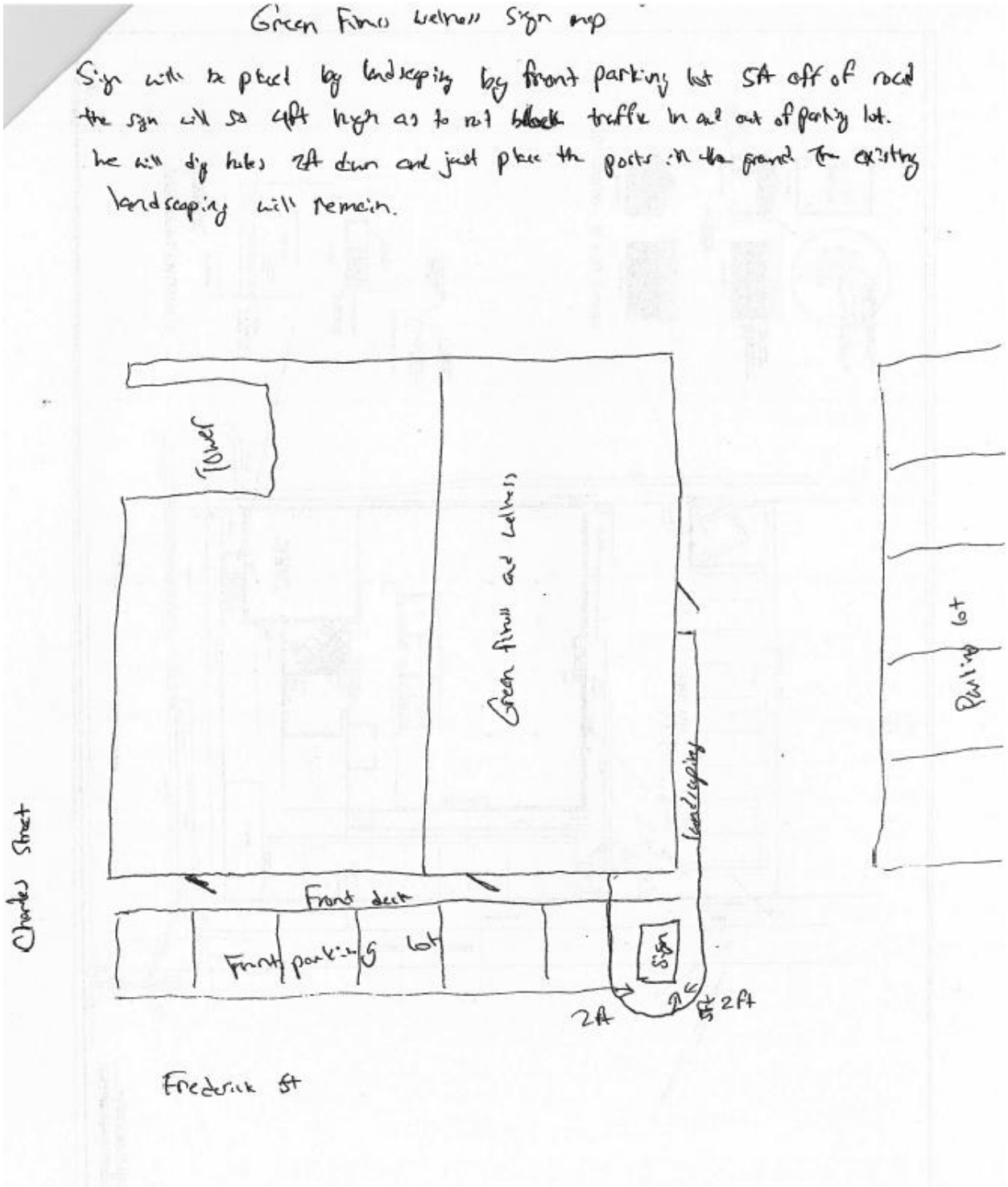
1. Aerial photograph and front elevation view
2. Existing sign to be relocated from 1122 Caroline Street
3. Sign sketch submitted by applicant
4. Site sketch submitted by applicant
5. Site plan

AERIAL

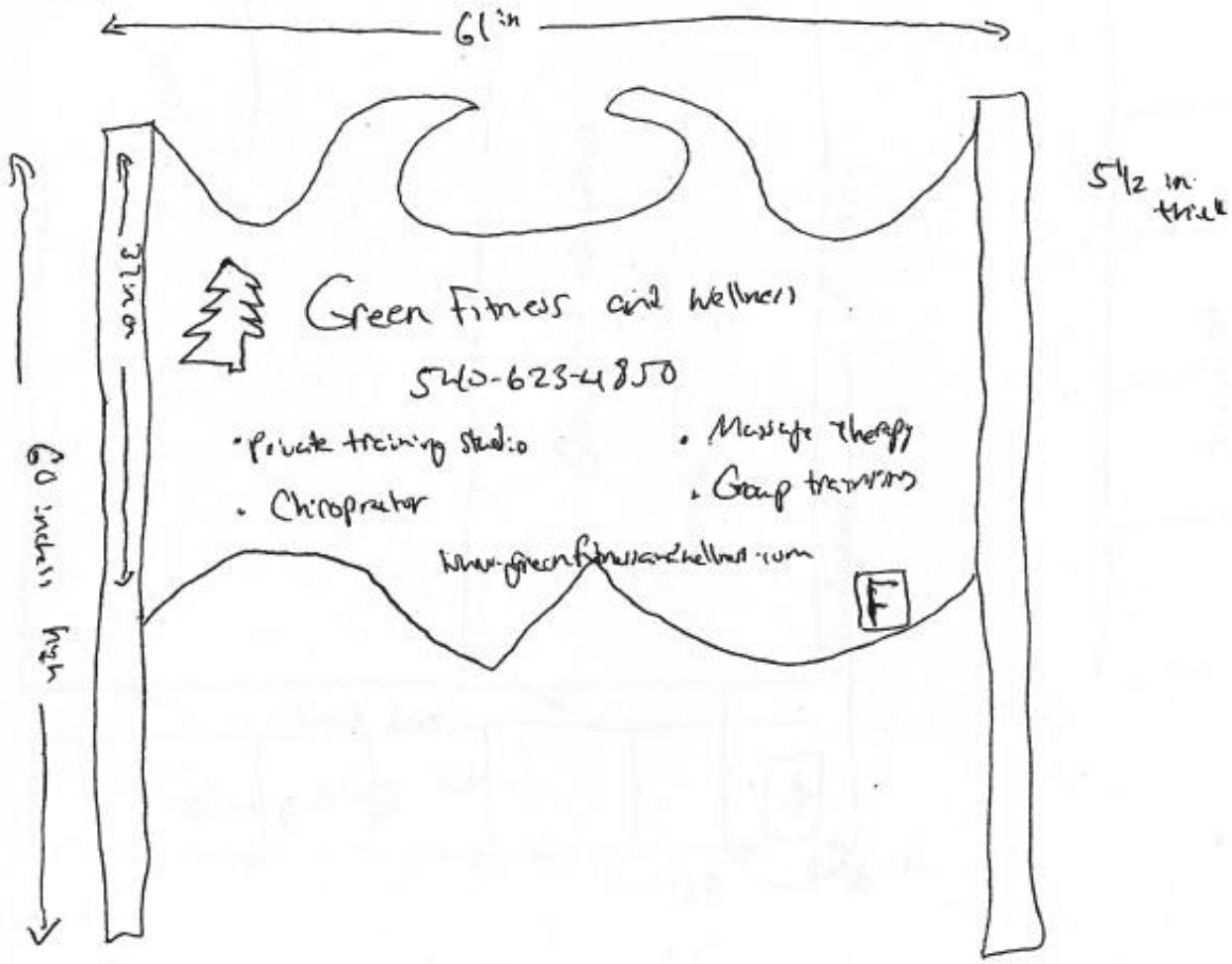
VIEW NORTHWEST FROM FREDERICK STREET

Sign currently located at 1122 Caroline Street will be
repainted and installed at 311 Frederick Street.

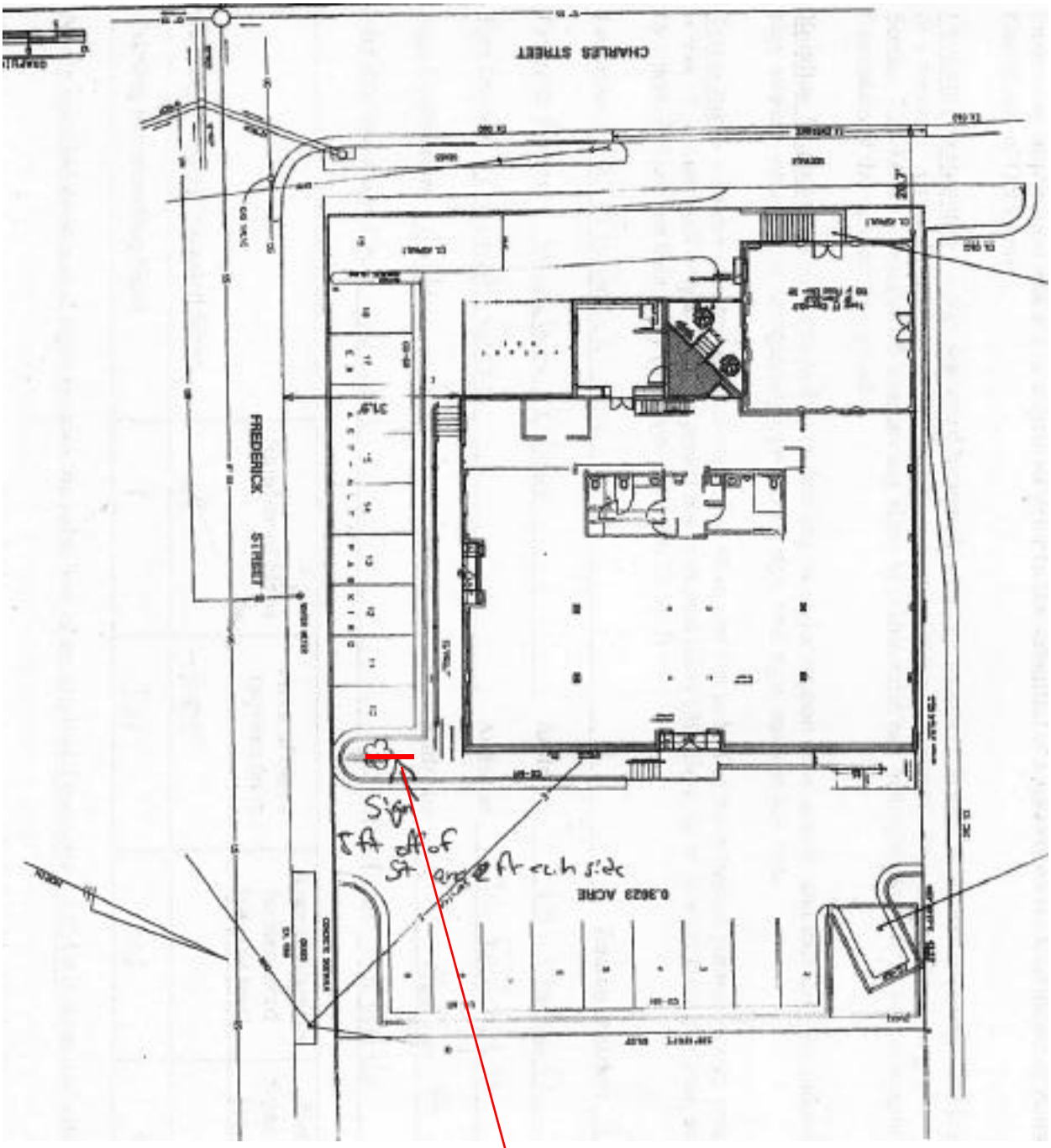
Aerial view showing sign location.



(*Text from above*) Sign will be placed by landscaping by front parking lot, 5 feet off of road. The sign will be 4 feet high as to not block traffic in and out of parking lot. We will dig holes 2 feet down and just place the posts in the ground. The existing landscaping will remain.



Existing sign at 1122 Caroline Street will be reused and repainted with the above message.



Sign will be placed 5 feet in from the property line and 2 feet in from each side of the landscaped median. Existing groundcover/landscaping will be maintained around the base of the sign.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for sign installation at 1002 Sophia Street

---

ISSUE

Kathy Craddock requests a Certificate of Appropriateness to install one six foot by three foot building-mounted sign for the Kickshaws Kitchen business.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request on condition that the sign be mounted to the building through the mortar joints rather than the historic brick.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

City Code § 72-23.1(D)4 *Signs*

The ARB shall consider the following in determining the appropriateness of any application for a sign proposed within the HFD:

(a) Placement.
  [1] The sign shall be integrated architecturally with the building.
  [2] Placement should not obscure significant architectural features or details of the building.
  [3] A sign should be placed only at a location within the HFD at which the announced business or activity takes place.

(b) Lettering.
  [1] The sign should be legible.
  [2] The style and lettering of the sign should be appropriate to the structure, the business and the streetscape.
  [3] The lettering size should be in proportion both to the sign and the building.

(c) Color.
  [1] The colors of the sign should relate to those of the building.
  [2] The sign should not have so many colors that they detract from the strength of the visual image.

(d) General standards.
  [1] Signs attached to windows announcing sales, etc., are discouraged as incompatible with the character of the HFD.
  [2] All signs shall meet the requirements of § 72-59, Signage.

Signs (*Historic District Handbook*, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

BACKGROUND

The structure at 1002 Sophia Street is a vernacular masonry commercial building abutting the rear of the c.1820 building at the corner of William and Sophia Streets. Sanborn Fire Insurance Maps show that several additions were constructed onto or subtracted from the corner building over the years, but the current building appears to have been added between 1919 and 1927 for the J.P. Simpson Motor Co. The building wraps the northwest corner of the older building at the corner of William and Sophia. The 1933 Fredericksburg Business Directory lists the J.P. Simpson Motor Company at 105 Commerce Street (now William). The L-shaped building extended to Sophia Street and appears to have been used as a garage or service entrance for the business. A large opening topped by a brick lintel has been filled in with composition board siding and wood sash windows. This was likely constructed as a vehicle entrance. The brick parapet façade is laid in American bond and features a corbelled brick cornice. A low-sloped gable roof tops the building, but is masked at the front by the parapet wall. The building is a contributing structure in the Historic District.

The applicant plans to use the space for Kickshaws Kitchen in connection with the Kickshaws Downtown Market business. One wood sign, measuring six feet long by three feet tall, will be painted with the business name and mounted on the upper part of the façade. The sign will be centered above the window area. The sign allowance for this property is based on 24 linear feet of building frontage. The sign allowance is calculated as follows:

24 linear feet x 1.5 = 36 square feet

Sign Type	Dimensions	Area (square feet)
Building-Mounted Sign	6 feet x 3 feet	18
		Total = 18

The total area of the signs proposed is 18 square feet which is under the allowance for this site of 36 square feet. The sign materials and styles are compatible with the historic character of the District, are minimally invasive, and will not have an adverse impact on the historic significance of the structure. Approval of the request as submitted is recommended on condition that the sign be mounted to the building through the mortar joints rather than the historic brick.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code § 72-23.1(D)2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
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X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

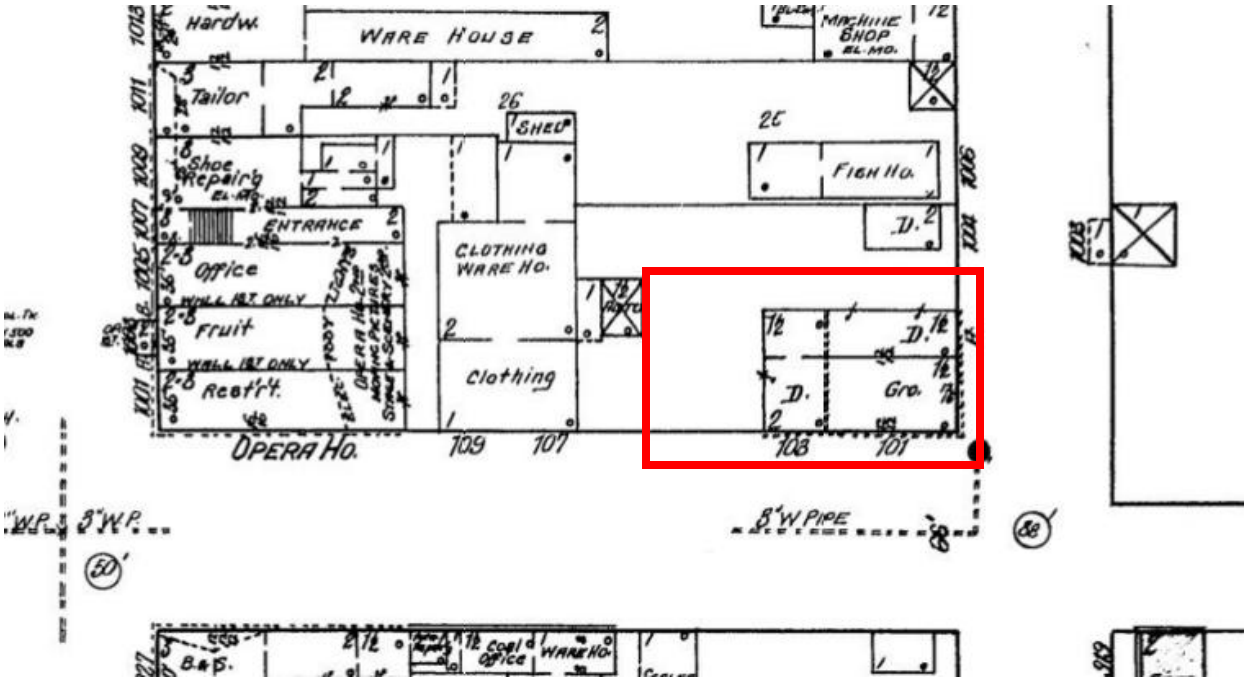
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

1. Aerial photograph and front elevation view
2. Sanborn Fire Insurance Maps, c.1919 and 1927
3. 1933 Fredericksburg Business Directory listing
4. Front elevation, sign location
5. Sign design

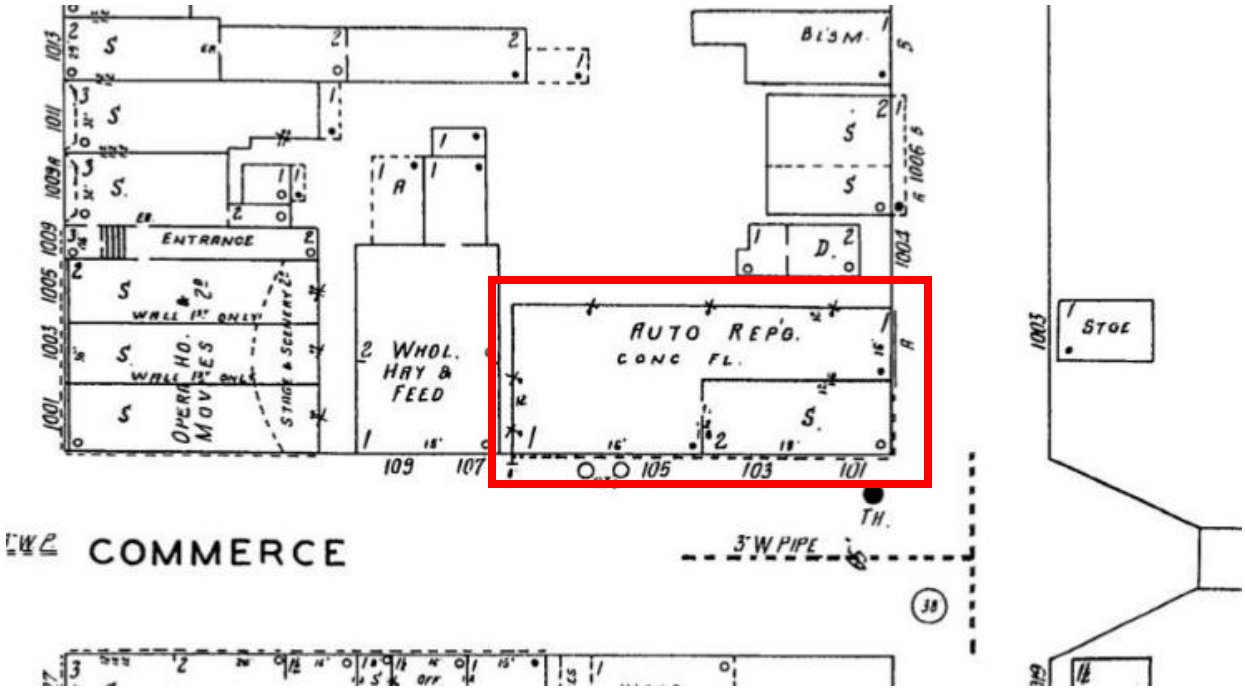
AERIAL

FRONT (EAST) ELEVATION



Sanborn Fire Insurance Map, c.1919

Note the one-and-one-half story dwelling attached to north side of grocery.



Sanborn Fire Insurance Map, c.1927

Note the dwelling unit has been removed and the auto repair shop added with frontage at 105 Commerce (William) and 1002 Sophia Streets.

Fredericksburg Business Directory, c.1933

Front Elevation, proposed sign location boxed in red

Sign Design
Note: placement and scale not shown accurately.
Sign will be centered above the windows.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for exterior alteration at 1104 Charles Street

ISSUE

Michael Carmody requests a Certificate of Appropriateness to install solar panels on portions of the rear/west and side/south roof areas of this single-family residence.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

Roofs (pg. 80)

Maintenance and Repair

9. Avoid reducing the visual integrity of the roof by removing original chimneys, skylights, light wells, or other elements that contribute to the style and character of the building.
10. Install new elements such as vents and skylights without diminishing the original design of the building. New skylights, for instance, should be installed so as not to be visible from primary elevations.

Standard 10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

City Code §72-42.6: Specific Standards for Certain Accessory Uses

I. Solar energy equipment. Solar energy equipment shall comply with the following standards:
   (1) The system may be located on the roof of a principal or accessory structure, on the side of such structures, on a pole, or on the ground, subject to the dimensional standards in the district where located (see Article 72-3, Zoning Districts).
   (2) The system shall comply with the maximum height standards for the zoning district in which it is located, provided that a roof-mounted system shall not extend more than 15 feet above the roofline of the structure on which it is mounted.
   (3) Where an existing structure exceeds the applicable height limit, a solar energy collection system may be located on its roof irrespective of applicable height standards, provided the system extends no more than five feet above the roof surface.

(4) The area of the system shall not exceed one-half the footprint of the principal structure or 600 square feet, whichever is greater.
(5) The property owner shall be responsible for negotiating with other property owners in the vicinity to establish any solar easement designed to protect solar access for the solar energy collection system.

BACKGROUND

The residence at 1104 Charles Street was constructed prior to 1919 and was most likely completed between 1915 and 1919, based on land tax records, city directories, and deed records. In the 19th and early 20th centuries, the property was owned by Horace B. Hall, owner of Hall's Apothecary at the corner of William and Caroline Streets. An earlier house on the site was removed soon after Hall's death and replaced with the current Colonial Revival style structure. The two-and-one-half story, two-bay, wood-framed residence is clad in weatherboards and topped by a hipped roof featuring a gabled central dormer. A full-width one-story porch is supported by tapered wood columns. A two-story addition constructed during the 1980s projects off the north side elevation. A 2003 rear addition replaced two earlier 1980s additions. The dwelling is a contributing structure in the Historic District.

The applicant is proposing to install solar panels on portions of the roof. Panels will be located on the rear plane of the main hipped roof, on the rear addition roofs, and on the rear half of the south side of the primary roof. Only the panels on the south side will be visible from the public right-of-way. The panels are approximately three feet four inches wide by five feet five inches long, and will be mounted using a Flashed L-foot that can be attached to a composition shingle roof with no cutting of the shingles required. A total of 20 panels will be installed with a combined area of approximately 361 square feet.

Fredericksburg's *Historic District Handbook* does not directly address the installation of solar panels, but the City of Richmond's *Design Review Guidelines* provide guidance that aligns with Fredericksburg's Historic District standards:

- The addition of solar panels should not require removing historic roofing material visible from the public right-of-way.
- Solar panels should not alter historic roofing configurations such as dormers or chimneys.
- Solar panels should be minimally visible from the public right-of-way. The installation method must be reversible and not compromise the historic integrity of the structure or the historic district.

The proposed installation is both reversible and minimally visible from the public right-of-way. The panels to be located on the side roof area will be located behind the existing dormer and will not impact character-defining features. The proposed installation will not adversely impact the historic significance of the structure or the district, and approval of the request as submitted is recommended.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code § 72-23.1(D)2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
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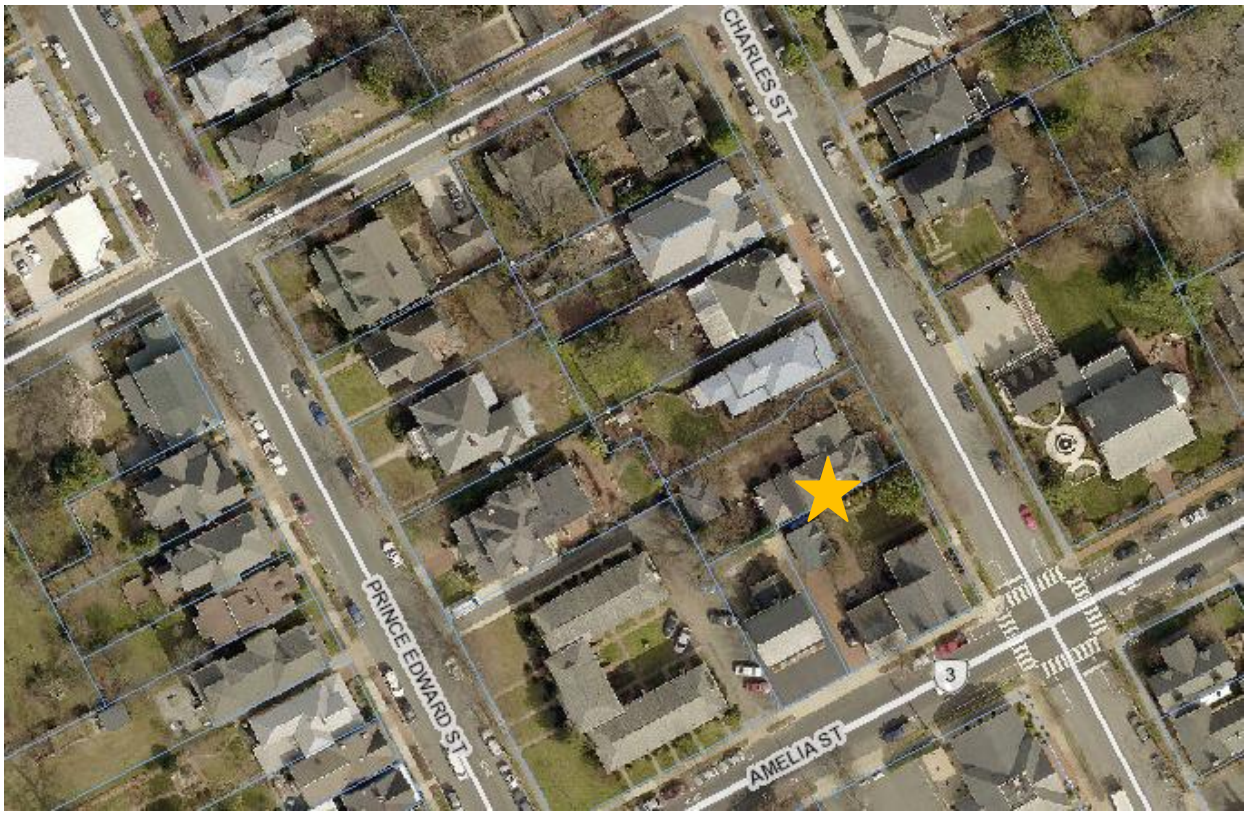
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

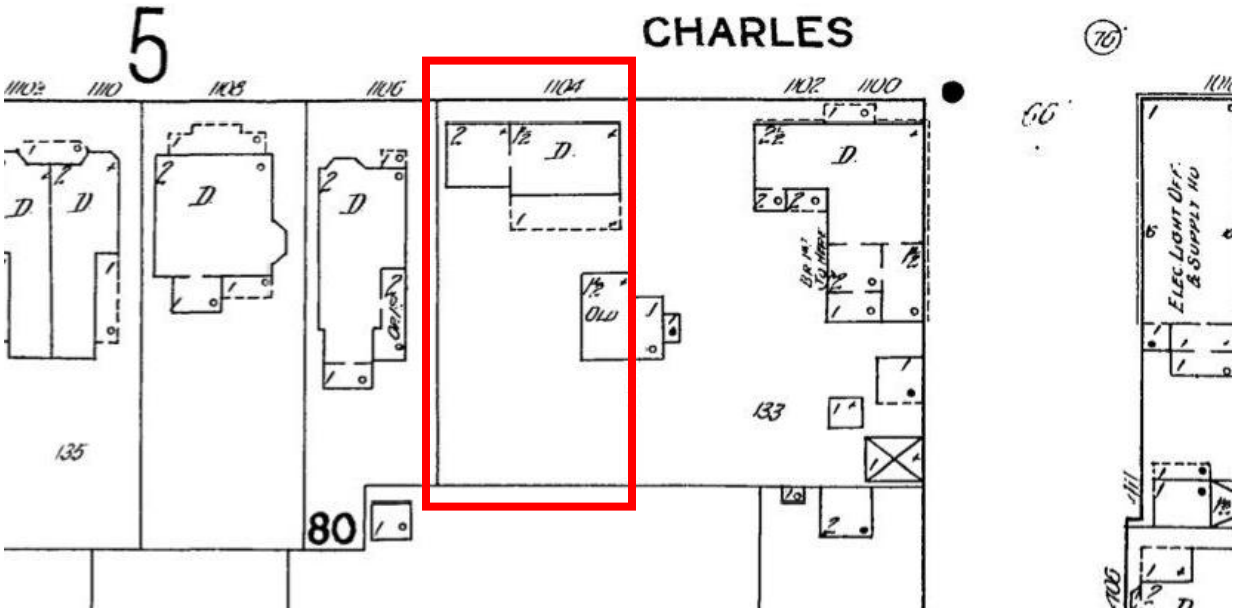
Attachments:

1. Aerial photograph and front elevation view
2. Sanborn Fire Insurance Maps, c.1912 and c.1919
3. Letter from applicant
4. Proposed solar array
5. Solar panel and mount specifications

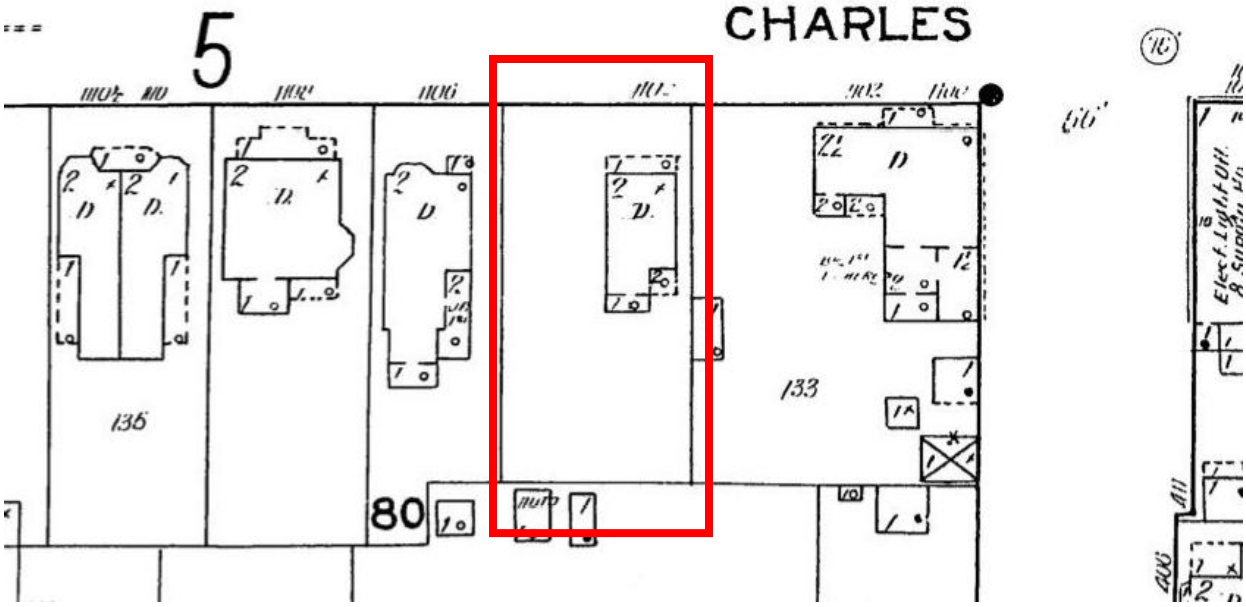


AERIAL

EAST (FRONT) ELEVATION



Sanborn Fire Insurance Map, c.1912
Shows earlier dwelling occupied by Horace B. Hall, demolished c.1915



Sanborn Fire Insurance Map, c.1919
Current dwelling constructed prior to creation of this map.

MLC

Michael L. Carmody
1140 Charles St
Fredericksburg, Virginia 22401
(540)370-0078
mcarmody@dovetailcrg.com

August 10, 2016

Kate Schwartz
Historic Resource Planner
City of Fredericksburg
715 Princess Anne Street
Fredericksburg, Virginia 22404

Dear Ms. Schwartz,

I have enclosed a completed application for a Certificate of Appropriateness for the installation of solar panels on my residence located at 1104 Charles Street in Fredericksburg. The application package includes a plan view of the installation on aerial photographs, photographs of the house, a fact sheet on the panels we are using, and fact sheets on the two mounting systems that will be used. I would like to note a few items about this project:

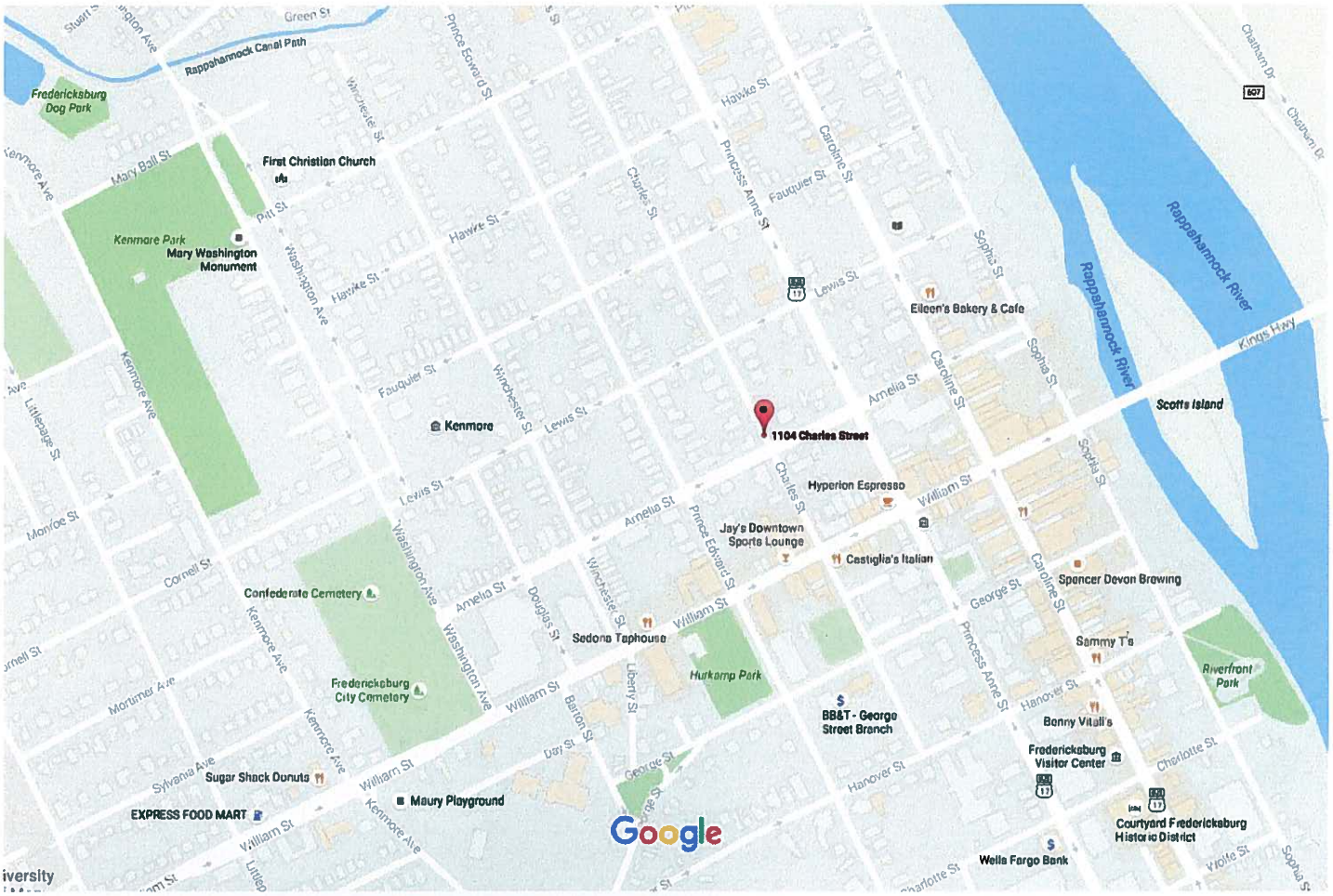
- The photographs of the house were taking this week and do show the current landscape. Please note that the oblique of the house shows two trees obscuring the house. The rear tree (closer to the house) is a large Magnolia that retains its foliage year round.
- The panels will be installed on the roof of the house using the mounting systems on which I have provide the fact sheets. These will be mounted on the house. No historic fabric will be removed from the structure as part of this installation.
- The panels have an estimated lifespan of 25 years. The goal would be to remove them at the end of their useful life.
- All of the work associated with this project is reversible and will in no way result in permanent alterations to the structure.

I look forward to the opportunity to discuss this project with you and the Architectural Review Board.

Sincerely,

Michael L. Carmody

Google Maps 1104 Charles St



Map data ©2016 Google 200 ft

1104 Charles St

Fredericksburg, VA 22401

NREL's PVWatts Calculator Expected Annual Production	EPA Carbon Emission Annual Reduction Calculator
7,440kWh	Will offset 11,527 pounds of CO_2

Proposed Solar Array Location

***Proposed roof area conditions and specifications may result in varying panel placement**

ALTENERGY
www.altenergyinc.com
Charlottesville, VA 434-293-3763

Figure 1: Primary Elevation of 1104 Charles St., Facing West.

Figure 2: Oblique of 1104 Charles St., Facing Northwest. Note: this is the side elevation on which the panels will be place on the rear half of the structure.

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SOLARWORLD
REAL VALUE

TUV Power controlled:
Lowest measuring tolerance in industry

Every component is tested to meet
3 times IEC requirements

Designed to withstand heavy
accumulations of snow and ice

Sunmodule Plus:
Positive performance tolerance

25-year linear performance warranty
and 10-year product warranty

Glass with anti-reflective coating

World-class quality
Fully-automated production lines and seamless monitoring of the process and material ensure the quality that the company sets as its benchmark for its sites worldwide.

SolarWorld Plus-Sorting
Plus-Sorting guarantees highest system efficiency. SolarWorld only delivers modules that have greater than or equal to the nameplate rated power.

25-year linear performance guarantee and extension of product warranty to 10 years
SolarWorld guarantees a maximum performance digression of 0.7% p.a. in the course of 25 years, a significant added value compared to the two-phase warranties common in the industry, along with our industry-first 10-year product warranty.**

- Qualified, IEC 61215
- Safety tested, IEC 61730
- Blowing sand resistance, IEC 60068-2-68
- Ammonia resistance, IEC 62716
- Salt mist corrosion, IEC 61701
- Periodic inspection

- Periodic inspection
- Power controlled

UL 1703

ISO 9001
ISO 14001
Certified

Home Innovation
NGBS GREEN CERTIFIED

* Solar cells manufactured in U.S.A. or Germany. Modules assembled in U.S.A.
**in accordance with the applicable SolarWorld Limited Warranty at purchase.
www.solarworld.com/warranty

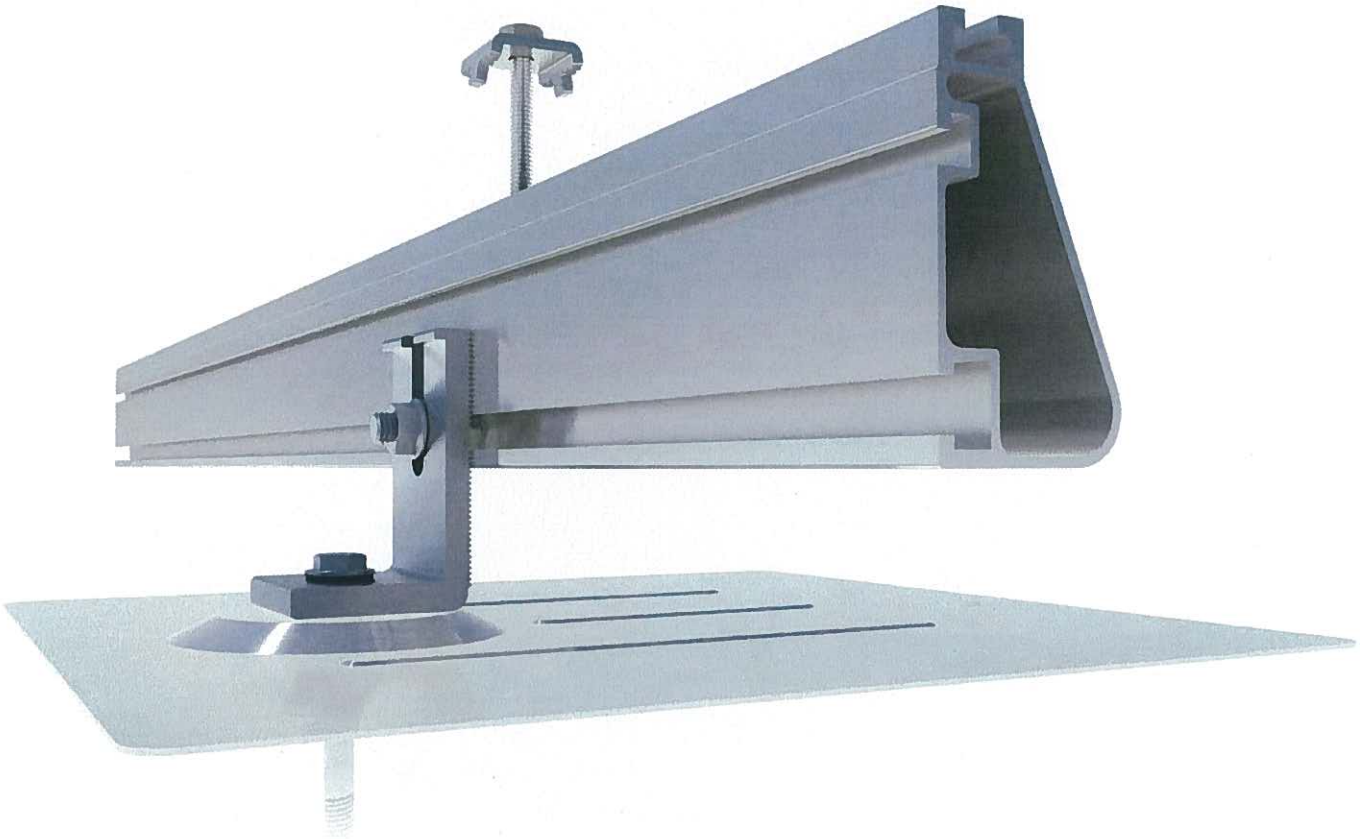
MADE IN USA
OF US & IMPORTED PARTS*

solarworld.com

Datasheet

IRONRIDGE

Roof Mount System



Built for solar's toughest roofs.

IronRidge builds the strongest roof mounting system in solar. Every component has been tested to the limit and proven in extreme environments.

Our rigorous approach has led to unique structural features, such as curved rails and reinforced flashings, and is also why our products are fully certified, code compliant and backed by a 20-year warranty.

Strength Tested

All components evaluated for superior structural performance.

PE Certified

Pre-stamped engineering letters available in most states.

Complete Assembly

End-to-end solution provides attachment, mounting, and grounding.

Design Software

Online tool generates a complete bill of materials in minutes.

Integrated Grounding

UL 2703 system eliminates separate module grounding components.

20 Year Warranty

Twice the protection offered by competitors.

XR Rails

XR10 Rail

A low-profile mounting rail for regions without snow.

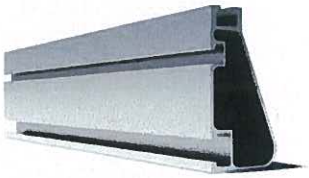
- 6' spanning capability
- Moderate load capability
- Clear anodized finish

XR100 Rail

The ultimate residential solar mounting rail.

- 8' spanning capability
- Heavy load capability
- Clear & black anod. finish

XR1000 Rail



A heavyweight mounting rail for commercial projects.

- 12' spanning capability
- Extreme load capability
- Clear anodized finish

Internal Splices

All rails use internal splices for seamless connections.

- Self-tapping screws
- Varying versions for rails
- Grounding Straps offered

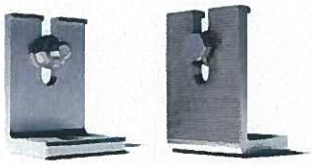
Attachments

FlashFoot

Anchor, flash, and mount with all-in-one attachments.

- Ships with all hardware
- IBC & IRC compliant
- Certified with XR Rails

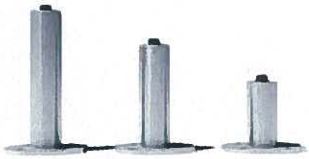
Slotted L-Feet



Drop-in design for rapid rail attachment.

- High-friction serrated face
- Heavy-duty profile shape
- Clear & black anod. finish

Standoffs



Raise flush or tilted systems to various heights.

- Works with vent flashing
- Ships pre-assembled
- Lengths from 3" to 9"

Tilt Legs

Tilt assembly to desired angle, up to 45 degrees.

- Attaches directly to rail
- Ships with all hardware
- Fixed and adjustable

Clamps & Grounding

End Clamps

Slide in clamps and secure modules at ends of rails.

- Mill finish & black anod.
- Sizes from 1.22" to 2.3"
- Optional Under Clamps

Grounding Mid Clamps

Attach and ground modules in the middle of the rail.

- Parallel bonding T-bolt
- Reusable up to 10 times
- Mill & black stainless

T-Bolt Grounding Lugs

Ground system using the rail's top slot.

- No clips or washers
- Eliminates pre-drilling
- Easy top-slot mounting

Accessories

Provide a finished and organized look for rails.

- Snap-in Wire Clips
- Perfected End Caps
- UV-protected polymer

Free Resources

Design Assistant

Go from rough layout to fully engineered system. For free.

Go to IronRidge.com/rm

NABCEP Certified Training

Earn free continuing education credits, while learning more about our systems.

Go to IronRidge.com/training

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SERIES 100
FLASHED L FOOT KIT

SnapNrack Residential PV Mounting Systems

The SnapNrack line of solar mounting systems is designed to reduce total installation costs. The system features technical innovations proven on more than 200MW of solar projects to simplify installation and reduce costs.

Flashed L Foot Simplified

SnapNrack Series 100 Flashed L Foot Kit is an innovative solution to provide a long lasting watertight seal over the life of the system. The Flashed L Foot provides a single fastener flashed to an attachment composition shingle roof with no required cutting of shingles. The L Foot is engineered for maximum adjustability for a clean level installation.

- 1" slotted bolt connection
- 1" spacers available for increased adjustability
- Clear or Black anodized aluminum components (both available with black flashing)
- No Cutting of shingles

Flashed L Foot in 3 Simple Steps:

1) Locate the rafter and drill the pilot hole

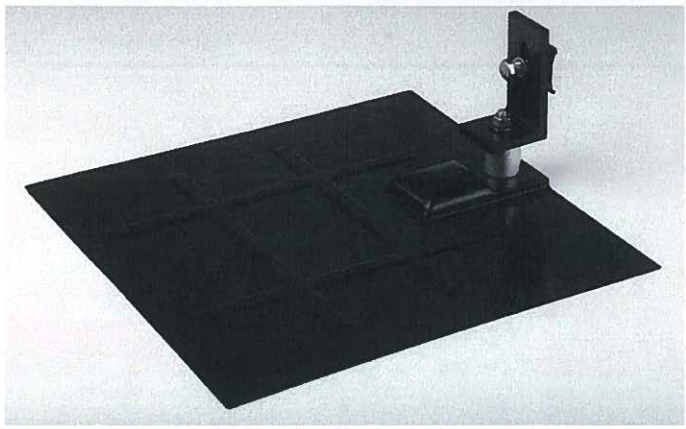
2) Prep and attach the base

3) Set the flashing and attach the L Foot

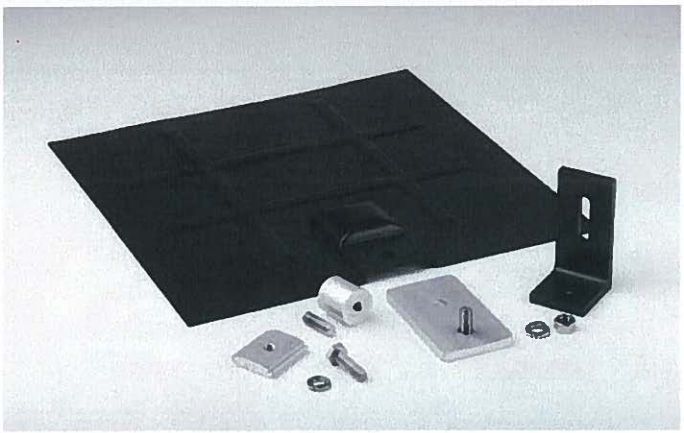
Place order through your SnapNrack distributor, which can be found at www.snapnrack.com/contact

Patent Pending

SnapNrack™
PV Mounting Systems

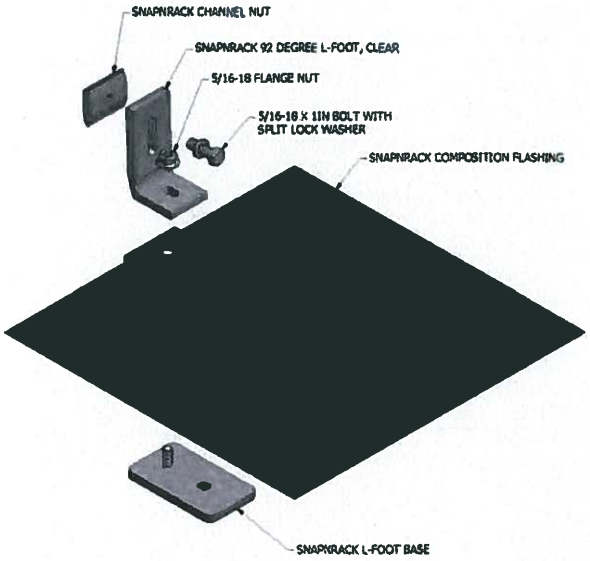


Flashed L Foot Kit Assembled (1" spacer sold separately)

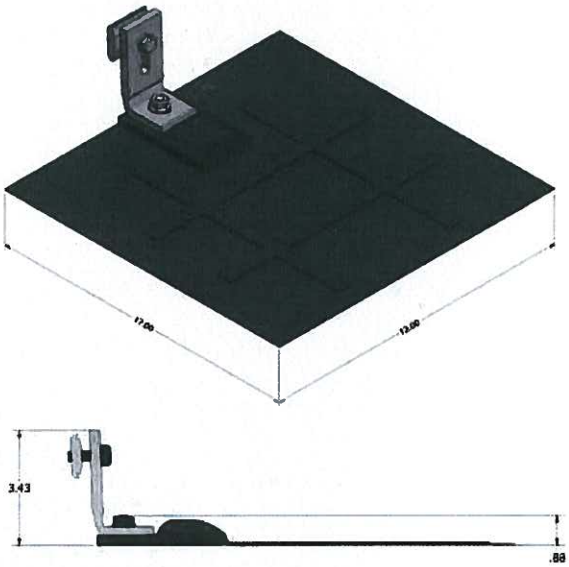


Flashed L Foot Kit Parts (1" spacer sold separtely)

Flashed L Foot Kit Assembly



Flashed L Foot Kit Dimensions



SnapNrack Flashed L Foot Technical Data Patent Pending	
Materials	• 6000 Series Aluminum L Foot & Base • Stainless Steel Hardware • Galvanized Steel Flashing
Material Finish	• Clear and black anodized aluminum
Weight	• 0.16 lbs
Design Uplight Load	• 200 lbs Uplift
Design Ultimate Load	• 1,000 lbs Uplift
Warranty	• 10 Year material and worksmanship

SnapNrack
PV Mounting Systems

(877) 732-2860 www.SnapNrack.com

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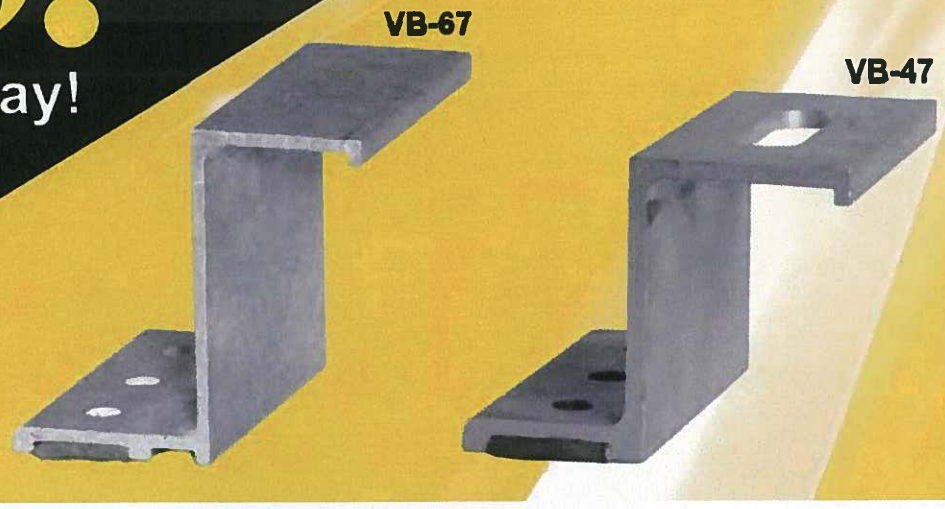
S-5!®

The Right Way!



VERSABRACKET™

VersaBracket™

VersaBracket™ can be used to mount almost anything to an exposed-fastened roof system and is compatible with almost any trapezoidal exposed-fastened profile. No messy sealants to apply! No chance for leaks! The VersaBracket™ comes with factory-applied butyl sealant already in the base, and the S-5! patented reservoir conceals the sealant from UV exposure, preventing drying and cracks.

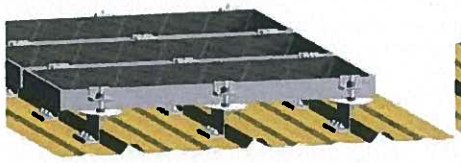
You asked for it! We've got it! Now attach the S-5-PV Kit and PV modules, through DirectAttached™ or Rail methods, along with many more roof accessories to exposed-fastened metal roofing with the S-5! VersaBracket™.

Installation is simple! VersaBracket™ is mounted in the flat of the panel, directly into the supporting structure of the roof, i.e. wood decking, wood or steel purlins or trusses. No surface preparation is necessary; simply wipe away excess oil and debris, peel the release paper from the base, align and apply. Secure through the pre-punched holes using the appropriate screws for the supporting structure.

VersaBracket™ is so strong, it will even support heavy-duty applications like snow retention. For exposed-fastened trapezoidal profiles, the VersaBracket™ is the perfect match for our ColorGard® or RamGard™ snow retention systems (For corrugated roofs use CorruBracket™). VersaBracket™ is extremely economical and facilitates quick and easy installation.

S-5-PV Kit (DirectAttached™ or Rail) **RamGard™** **ColorGard®**

Example Uses

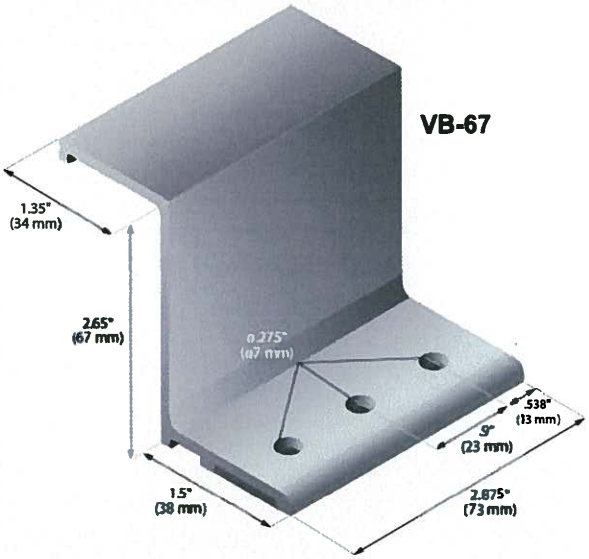


Attach almost anything to exposed-fastened roof systems, with no messy sealants and no chance for leaks!

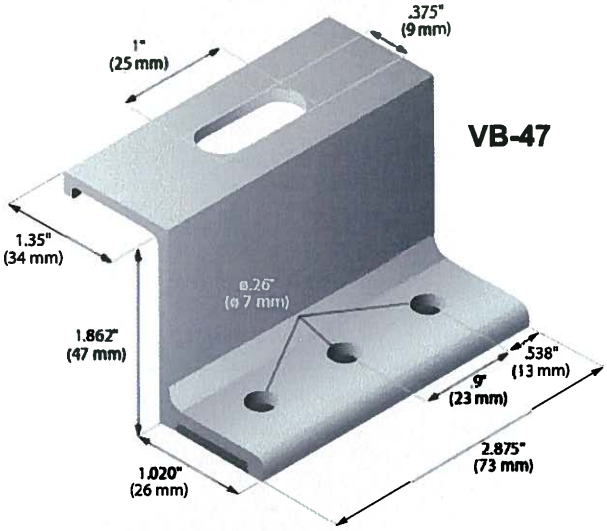
888-825-3432 **www.S-5.com**

S-5!®
The Right Way!

VersaBracket-67™



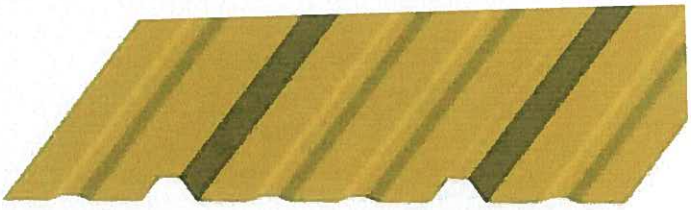
VersaBracket-47™



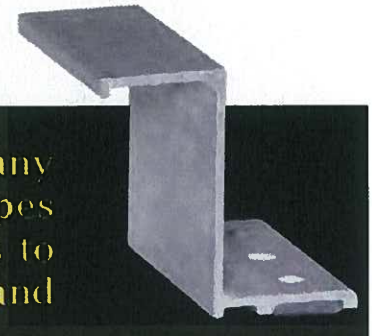
3 holes are provided for convenience and versatility. Not all holes need to be used.
Due to varied applications, mounting hardware is not furnished with part.

To accommodate various rib heights, VersaBracket™ comes in two heights—the 2.65" VersaBracket-67™ and the 1.86" VersaBracket-47™. The VersaBracket-67™ mounting face has no holes or slots, thus, ancillary items are typically secured using self-tapping screws. The VersaBracket-47™ offers various mounting face configurations with minimum purchase requirements. (Contact your distributor for available configurations.) Each VersaBracket™ comes with factory-applied butyl sealant in the base. A structural aluminum attachment bracket, VersaBracket™ is compatible with most common metal roofing materials. For design assistance, ask your distributor, or use our web-based calculator at **www.S-5.com** for job-specific system engineering and design of your next snow retention project. Also please visit our website for more information including CAD details, metallurgical compatibilities and specifications.

Example Profile



The VersaBracket™ has been tested for load-to-failure results on wood decking, metal and wood purlins. The independent lab test data found at **www.S-5.com** can be used for load-critical designs and applications. S-5! holding strength is unmatched in the industry.



VersaBracket™ is versatile! It can be used for almost any attachment need, including S-5! ColorGard®, on all types of exposed-fastened metal roofing. No messy sealants to apply. The factory-applied butyl sealant waterproofs and makes installation a snap!

S-5! Warning! Please use this product responsibly!

Products are protected by multiple U.S. and foreign patents. For published data regarding holding strength, bolt torque, patents and trademarks visit the S-5! website at www.S-5.com.

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version 080210

Sunmodule® Plus
SW 285-300 MONO (5-busbar)

SOLARWORLD
REAL VALUE

PERFORMANCE UNDER STANDARD TEST CONDITIONS (STC)*

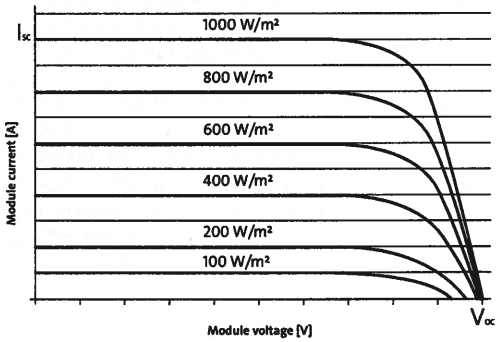
		SW 285	SW 290	SW 295	SW 300
Maximum power	P_{max}	285 Wp	290 Wp	295 Wp	300 Wp
Open circuit voltage	V_{oc}	39.7 V	39.9 V	40.0 V	40.1 V
Maximum power point voltage	V_{mpp}	31.3 V	31.4 V	31.5 V	31.6 V
Short circuit current	I_{sc}	9.84 A	9.97 A	10.10 A	10.23 A
Maximum power point current	I_{mpp}	9.20 A	9.33 A	9.45 A	9.57 A
Module efficiency	η_m	17.00 %	17.30 %	17.59 %	17.89 %

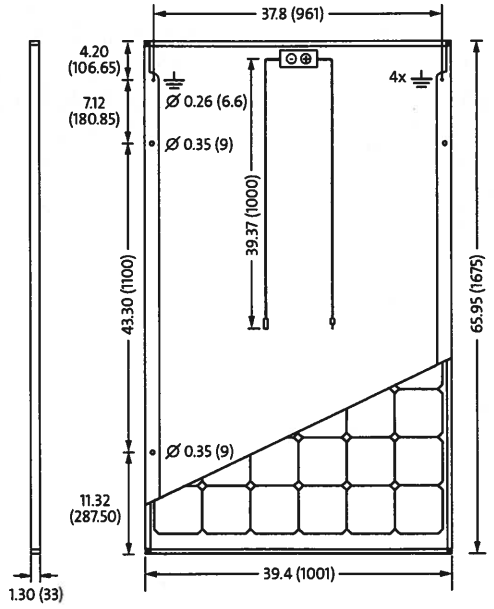
*STC: 1000W/m², 25 °C, AM 1.5

PERFORMANCE AT 800 W/M², NOCT, AM 1.5

		SW 285	SW 290	SW 295	SW 300*
Maximum power	P_{max}	213.1 Wp	217.1 Wp	220.5 Wp	224.1 Wp
Open circuit voltage	V_{oc}	36.4 V	36.6 V	36.7 V	36.9 V
Maximum power point voltage	V_{mpp}	28.7 V	28.8 V	28.9 V	31.1 V
Short circuit current	I_{sc}	7.96 A	8.06 A	8.17 A	8.27 A
Maximum power point current	I_{mpp}	7.43 A	7.54 A	7.64 A	7.75 A

Minor reduction in efficiency under partial load conditions at 25 °C: at 200 W/m², 100% of the STC efficiency (1000 W/m²) is achieved.
*Preliminary values, subject to change.





COMPONENT MATERIALS

Cells per module	60	*Front*	Low-iron tempered glass with ARC (EN 12150)
Cell type	Monocrystalline 5-busbar	*Frame*	Clear anodized aluminum
Cell dimensions	6.17 in x 6.17 in (156.75 x 156.75 mm)	*Weight*	39.7 lbs (18.0 kg)

THERMAL CHARACTERISTICS

NOCT	46 °C
TCI_{sc}	0.04 % / °C
TCV_{oc}	-0.30 % / °C
TCP_{mpp}	-0.41 % / °C
Operating temp	-40 to +85 °C

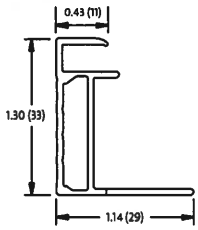
ADDITIONAL DATA

Power sorting	-0 Wp/+5 Wp
J-Box	IP65
Connector	PV wire per UL4703 with H4/UTX connectors
Module fire performance	(UL 1703) Type 1

PARAMETERS FOR OPTIMAL SYSTEM INTEGRATION

Maximum system voltage SC II / NEC		1000 V
Maximum reverse current		25 A
Number of bypass diodes		3
*Design loads**	*Two rail system*	113 psf downward, 64 psf upward
*Design loads**	*Three rail system*	178 psf downward, 64 psf upward
*Design loads**	*Edge mounting*	178 psf downward, 41 psf upward

* Please refer to the Sunmodule installation instructions for the details associated with these load cases.



- Compatible with both "Top-Down" and "Bottom" mounting methods
- ⏚ Grounding Locations:
  – 4 locations along the length of the module in the extended flange.

All units provided are imperial. SI units provided in parentheses.
SolarWorld AG reserves the right to make specification changes without notice.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for new construction at 823 Caroline Street

ISSUE

Shawn Phillips requests a Certificate of Appropriateness to construct a deck with approximately 24 feet of frontage on Caroline Street on this vacant lot to provide outdoor seating for the Spencer Devon Brewery.

RECOMMENDATION

Approval of the site planning, scale, and massing, with design details and materials to be considered in a second public hearing.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

City Code § 72-23.1 D(1): New construction

No building or structure shall be erected or reconstructed within the HFD, unless approved by the ARB as being architecturally compatible with the historic landmarks, buildings, structures and areas located therein. The ARB shall, in making its decisions, consider the characteristics of a proposed building or structure as they affect and relate to the district, including the following elements:

(a) Site planning (continuity of street edge, spacing between buildings, fences and walls, parking);
(b) Building scale (size, height, facade proportions);
(c) Building massing (form, roof shape, orientation);
(d) Roof (shape, pitch, overhang, dormers, skylights, chimneys);
(e) Windows (type, shape and proportion, rhythm and balance, blinds/shutters);
(f) Doorways (placement and orientation, type);
(g) Storefronts (materials, architectural details);
(h) Exterior architectural elements (entrances, porches and steps, cornices);
(i) Materials (wall surfaces, foundation, roof); and
(j) Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities).

Historic District Handbook

Site Planning (pg. 69-70)

1. New buildings should be sited to reinforce the traditional street edge.
2. Spacing between new buildings in the downtown commercial district should reinforce the existing street wall.

Building Scale (pg. 74)

1. Although the zoning ordinance defines height limitations within the various parts of the city, building height at the street front should be compatible with the prevailing height of the entire block.
2. New buildings that must be taller than the prevailing height should be stepped back so the additional height is not visible from the street.
3. The primary façade of a new commercial building should be modulated with bays to reflect the prevailing width of the adjoining historic buildings.
4. Architectural features—such as porches, entrances, storefronts, and other decorative elements—should be used to reinforce the human scale of the Historic District.

Building Massing (pg. 75)

1. Building form should relate to the existing streetscape. If most of the building forms are simple, then the form of a new building should respect that characteristic.
4. New commercial and professional buildings should respect the orientation of similar buildings in the Historic District.

BACKGROUND

Formerly home to a millinery shop and a jewelry store, the site at 823 Caroline Street has been vacant since 1958. A permit was issued in July of that year for demolition of the three-story brick building with ornate window hoods, along with the neighboring structures at 825 and 829 Caroline Street. A new building was constructed for the J.C. Penney Department Store on the corner later that year. The lot at 823 Caroline was never redeveloped and does not contribute to the significance of the Historic District.

The applicant proposes to create outdoor seating for the Spencer Devon Brewery at 106 George Street by constructing a deck on this vacant lot. At this time, the applicant is seeking approval of the site planning, scale, and massing of the deck with the materials and details to be evaluated at a second public hearing. The deck will fill the width of the lot between the existing structures at 821 and 825 Caroline Street and will have approximately 24 feet of frontage on Caroline Street. A façade will be constructed at the front property line with no setback, creating a continuous street wall at the sidewalk. The open entrance from Caroline Street will provide access to steps and an ADA-accessible ramp leading to the raised deck. The surface of the deck will be approximately four feet above grade at street level. The site slopes toward the river with the rear of the site approximately six feet lower than the grade at Caroline Street. As a result, the deck surface at the rear of the site will rise approximately 10 feet above grade.

The proposed façade at the deck entrance will be 18 feet 10.5 inches in height. Approximate building heights on the east side of the 800 block of Caroline Street are as follows:

Property Address	Building Height
825-829 Caroline Street	31 feet
821 Caroline Street	26 feet
819 Caroline Street	24 feet
815-817 Caroline Street	18 feet
813 Caroline Street	21 feet
811 Caroline Street	27 feet
809 Caroline Street	50 feet
807 Caroline Street	36 feet

805 Caroline Street	30 feet
803 Caroline Street	30 feet
801 Caroline Street	34 feet

The proposed height falls within the range of existing heights on the block and will serve to reinforce the street edge. Currently, this is the only gap in a continuous block face. While a deck structure does not occupy the same volume as a more substantial building, the façade proposed at the street edge helps this building to align with the more traditional forms on the block. The tall façade with projecting awning-type element relates to the storefront proportions and recessed entries that are typical along Caroline Street.

The site planning, scale, and massing of this structure is consistent with traditional patterns throughout the Historic District and approval is recommended. A second public hearing will be held to evaluate the materials, design details, and the project in its entirety. At that time, the applicant should be prepared to discuss:

- Materials and material finishes including the deck surface and railings
- Any signage and exterior lighting
- Consideration of screening at the rear of the deck to hide the underside of the deck
- Additional detailing of the façade. Consider incorporating a heavier/more substantial element at the top of the façade to present a more substantial appearance in balance with the neighboring buildings.

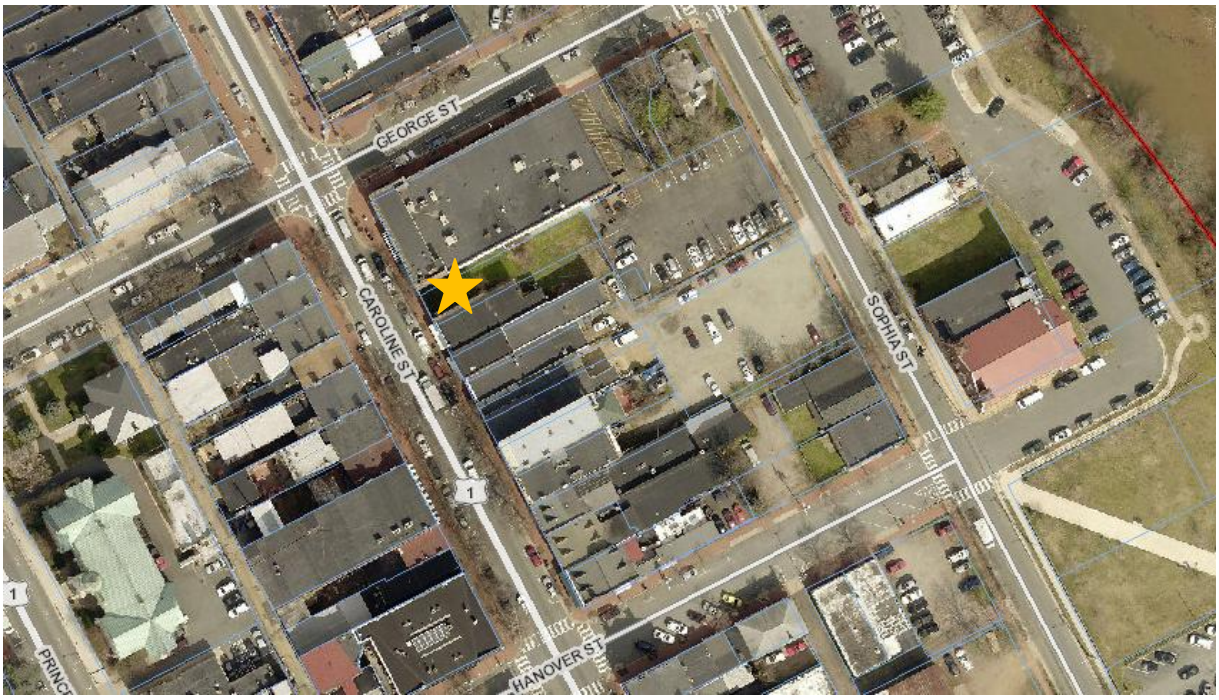
APPROVAL CRITERIA

Criteria for evaluating new construction are found in City Code § 72-23.1 D(1).

Site planning (continuity of street edge, spacing between buildings, fences and walls, parking)	The proposed deck completely fills the width of this vacant lot and fronts directly on the street with no setback. This aligns with the site planning of properties throughout the district.
Building scale (size, height, facade proportions)	The deck structure does not fill the height of this vacant space in the same way that a traditional building would, but the use of a façade at the front of the property fills the gap in the streetscape. The height is compatible with other structures on the block and the façade is proportioned to align with more traditional storefronts. The width of the deck is consistent with the rest of the buildings on the block.
Building massing (form, roof shape, orientation)	The deck structure does not occupy the same volume as a traditional building; however, the use of the façade at the street wall aligns with the form of more traditional buildings on Caroline Street.

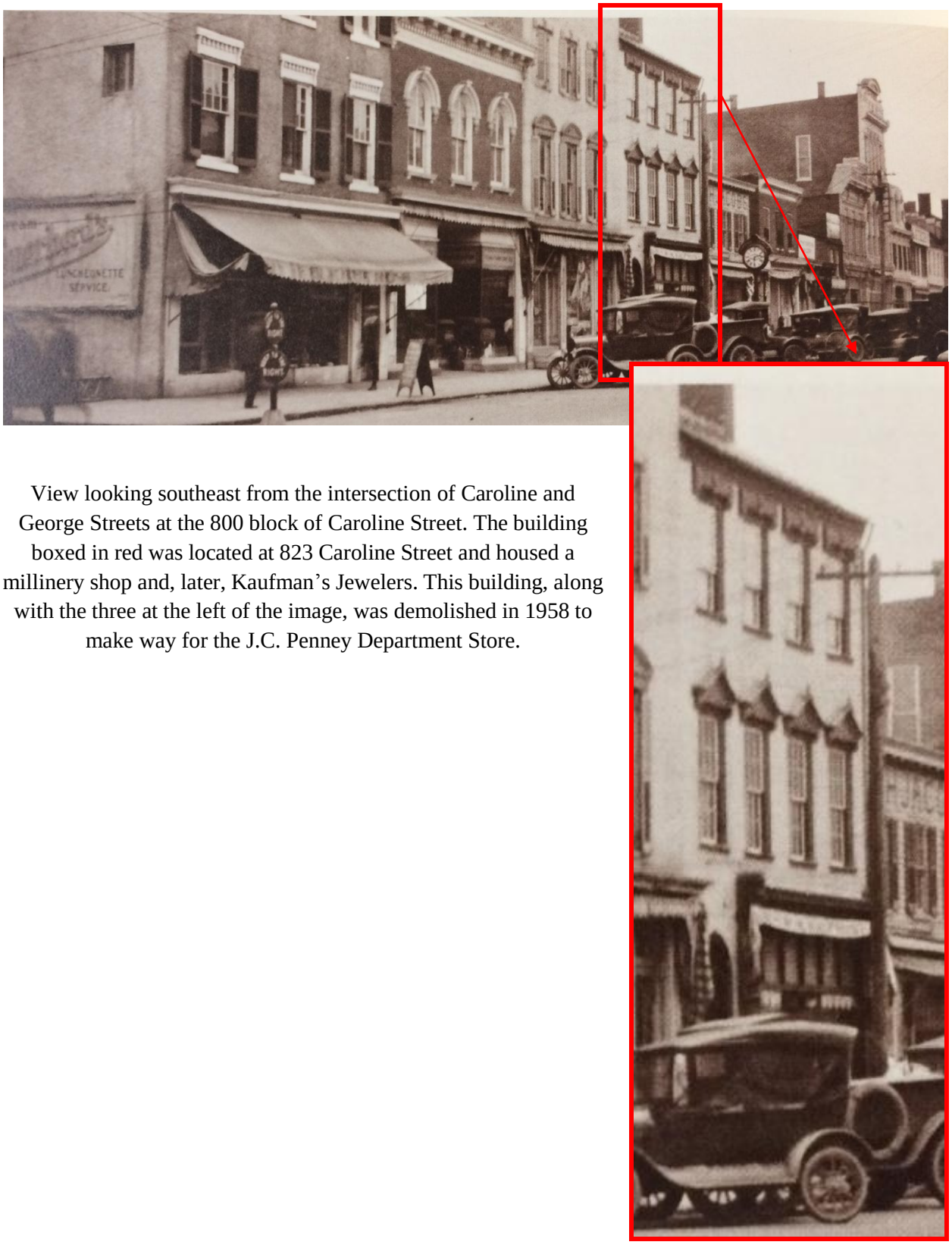
Attachments:

1. Aerial photograph and front elevation view
2. Historic photograph, 800 block of Caroline Street
3. Design drawings provided by applicant

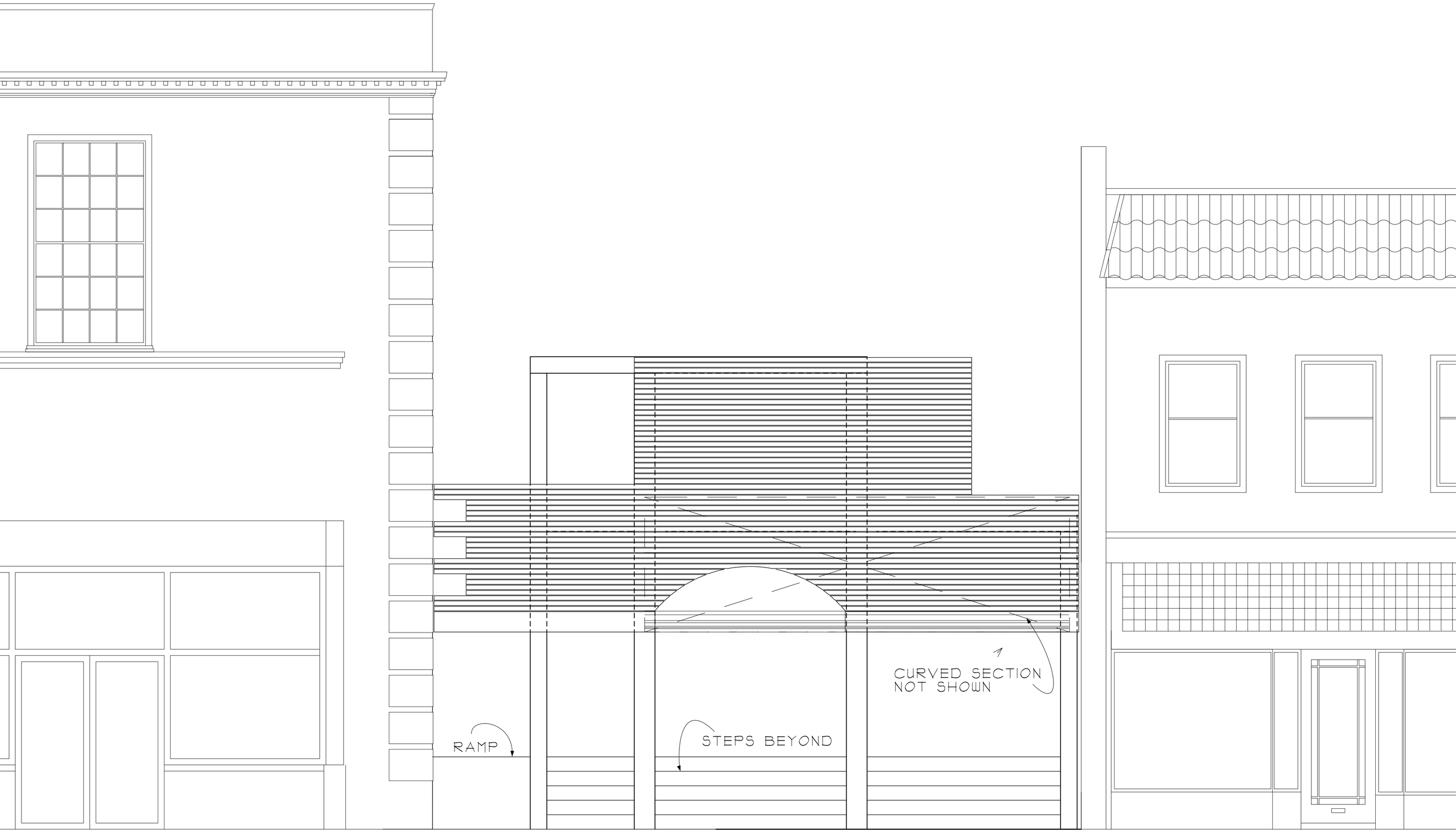


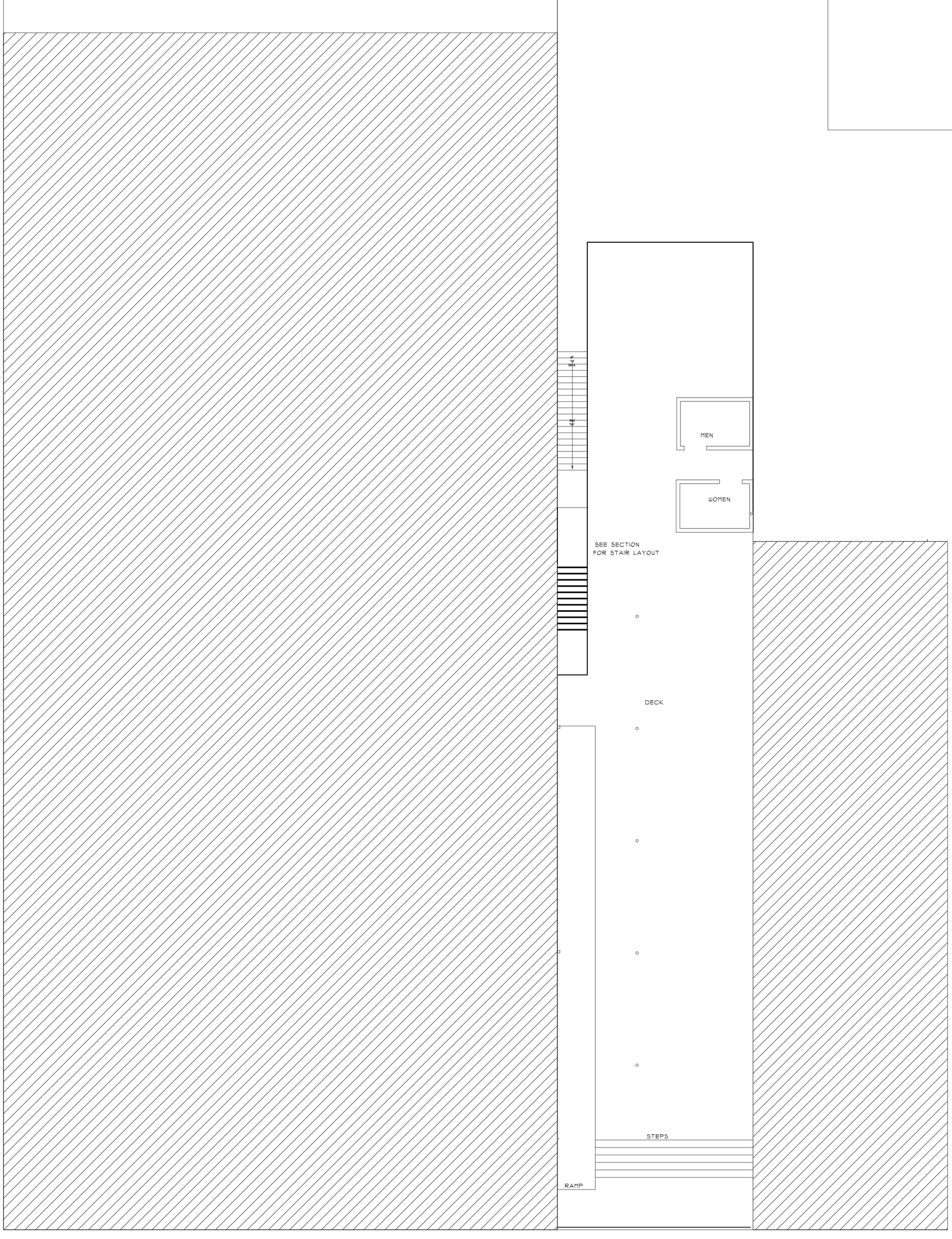
AERIAL

VIEW LOOKING EAST FROM CAROLINE STREET



View looking southeast from the intersection of Caroline and George Streets at the 800 block of Caroline Street. The building boxed in red was located at 823 Caroline Street and housed a millinery shop and, later, Kaufman's Jewelers. This building, along with the three at the left of the image, was demolished in 1958 to make way for the J.C. Penney Department Store.

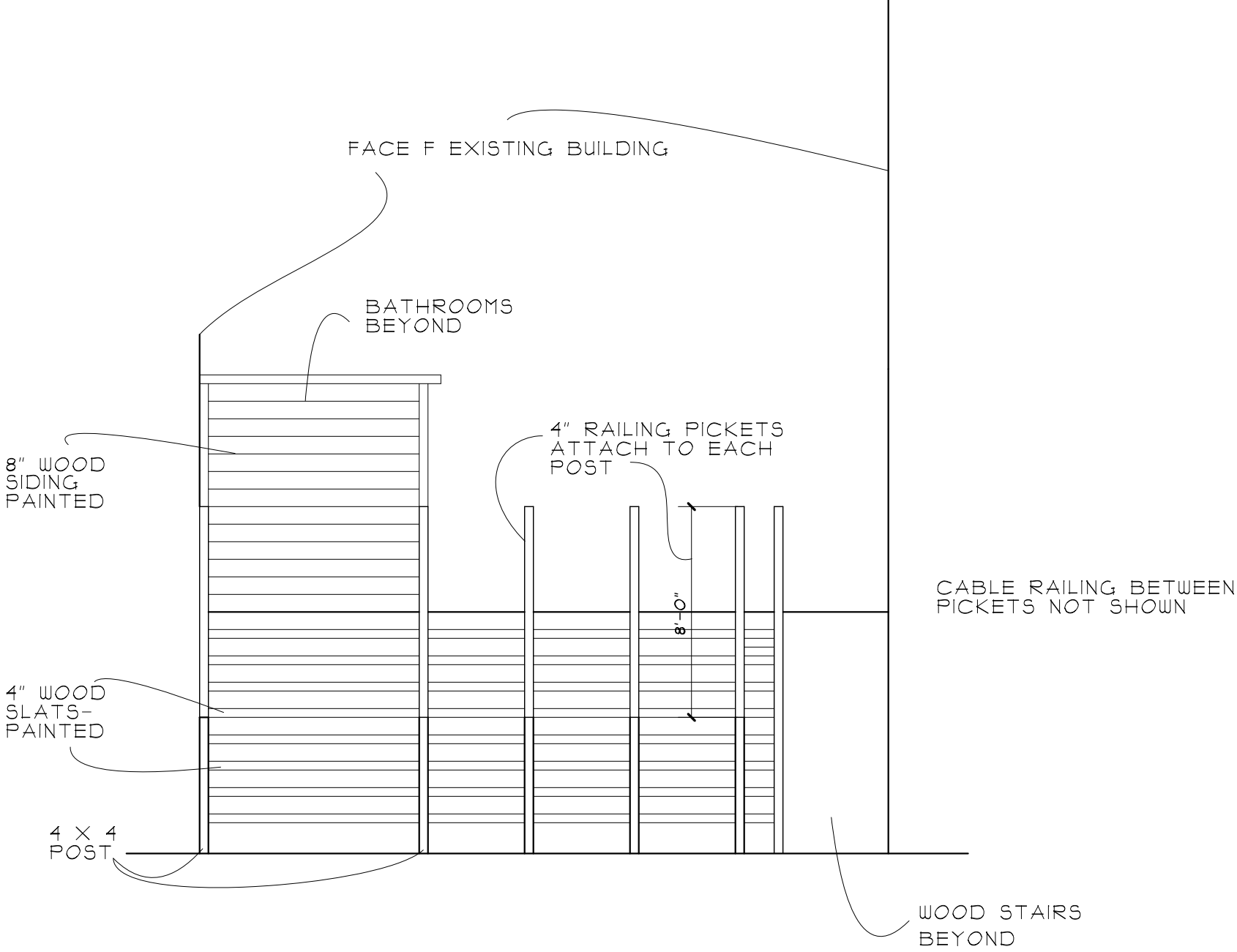

CURVED SECTION
NOT SHOWN
RAMP
STEPS BEYOND



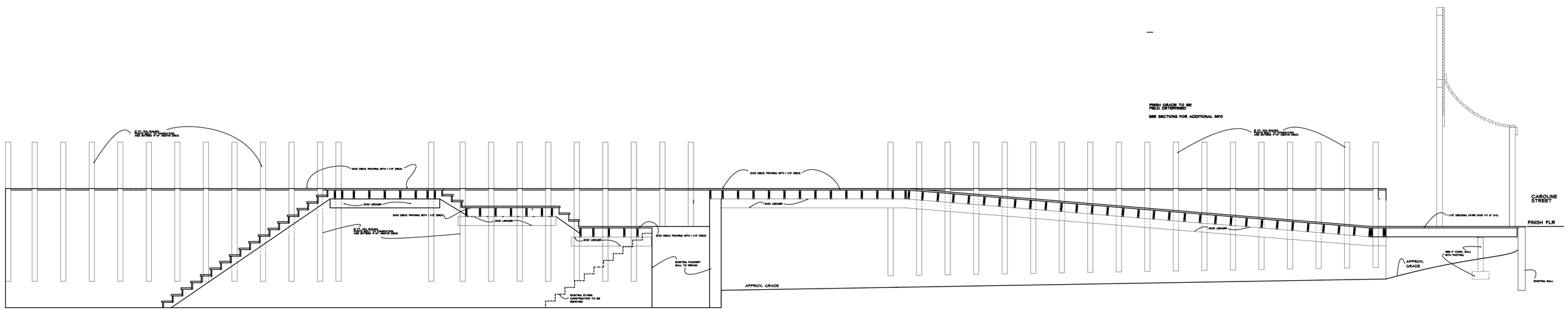
PLAN

CAROLIE STREET

CAROLINE STREET
18'-10 1/2"
8'-6 11/16"
SLOPE DOWN 1"



REAR ELEVATION



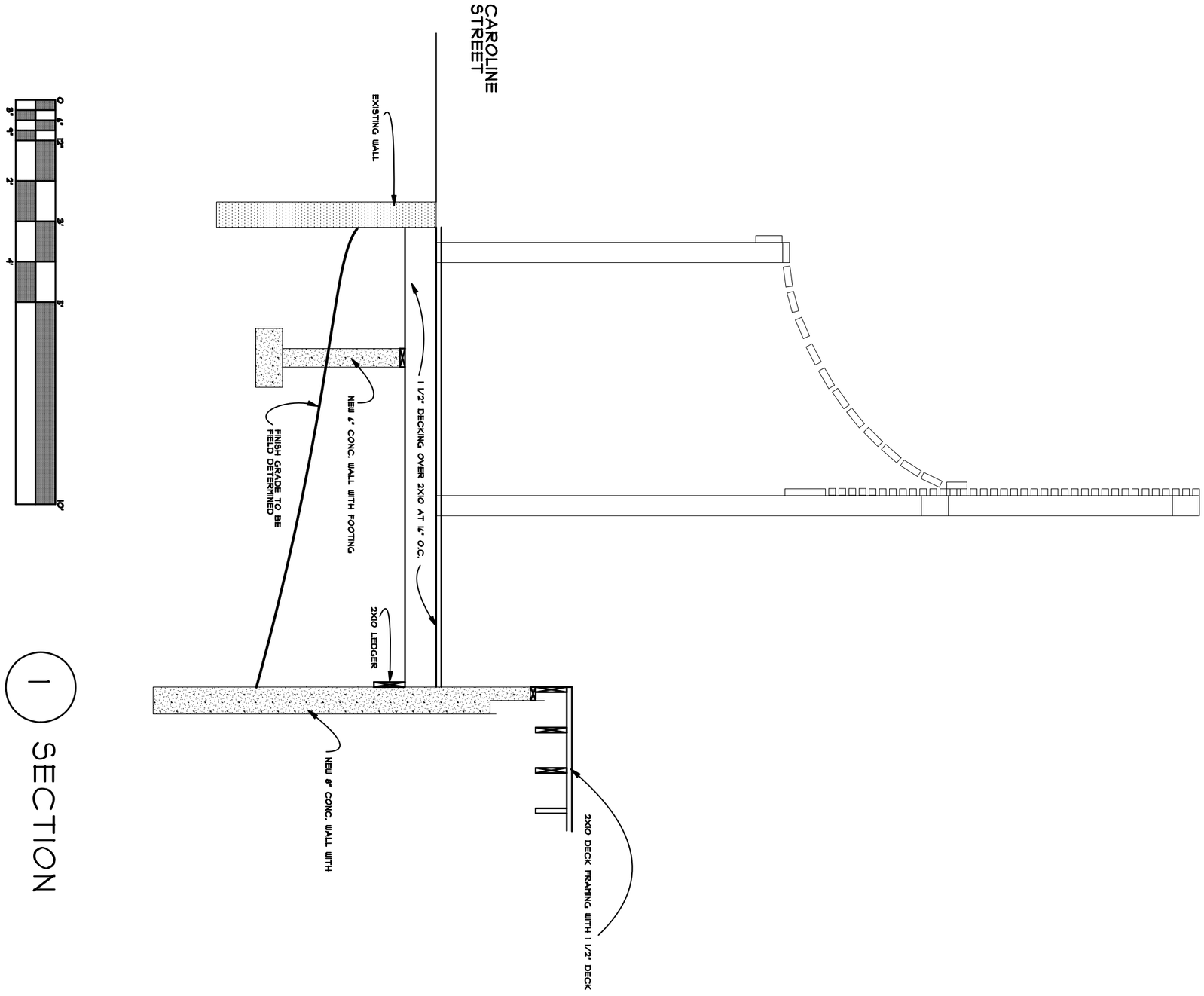
3 SECTION

DECK for SPENCER DEVON BREWERY

823 CAROLINE STREET
FREDERICKSBURG, VIRGINIA

13 APRIL 2016

JAMES O. McGHEE
ARCHITECTS, P.C.
600 CAROLINE STREET
FREDERICKSBURG, VIRGINIA 22401
Phone 540 371 4091 • Fax 540 371 5837



1 SECTION

DECK for SPENCER DEVON BREWERY
823 CAROLINE STREET
FREDERICKSBURG, VIRGINIA

19 APRIL 2014

JAMES O. McGHEE
ARCHITECTS, P.C.
600 CAROLINE STREET
FREDERICKSBURG, VIRGINIA 22401
Phone 540 371 4091 • Fax 540 371 5837

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: September 12, 2016
SUBJECT: Certificate of Appropriateness for exterior alterations at 718 Caroline Street

ISSUE

Michael Colangelo requests a Certificate of Appropriateness to alter the ground-floor storefront, install a 3 foot by 3 foot building-mounted sign, and install exterior lighting for this commercial structure.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted. The applicant should consider adding a fourth gooseneck lamp above the door at the left side of the façade.

APPLICABLE HISTORIC DISTRICT DESIGN STANDARDS & GUIDELINES

City Code § 72-23.1(D)4: Signs

The ARB shall consider the following in determining the appropriateness of any application for a sign proposed within the HFD:

(a) Placement.
- [1] The sign shall be integrated architecturally with the building.
- [2] Placement should not obscure significant architectural features or details of the building.
- [3] A sign should be placed only at a location within the HFD at which the announced business or activity takes place.

(b) Lettering.
- [1] The sign should be legible.
- [2] The style and lettering of the sign should be appropriate to the structure, the business and the streetscape.
- [3] The lettering size should be in proportion both to the sign and the building.

(c) Color.
- [1] The colors of the sign should relate to those of the building.
- [2] The sign should not have so many colors that they detract from the strength of the visual image.

(d) General standards.
- [1] Signs attached to windows announcing sales, etc., are discouraged as incompatible with the character of the HFD.
- [2] All signs shall meet the requirements of § 72-59, Signage.

Signs (*Historic District Handbook*, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

Storefronts (Historic District Handbook, pg. 92-93)

Maintenance and Repair

1. Retain and repair all elements, materials, and features that are original to the storefront or are sensitive remodeling.
4. Avoid adding incompatible elements or materials such as coach lanterns, overhanging roofs, small paned windows, wood shakes, vertical siding, or shutters on windows where they never previously existed.
5. Avoid creating a false historic appearance by remodeling a building with elements from an earlier period of construction.

Construction Guidelines

1. If feasible, return a storefront to its original configuration by restoring as many original elements as possible, including windows, cornice, and decorative details. This work should be based on pictorial research and exploratory demolition that has determined the original storefront design and condition. If reconstruction is not possible, any new storefront design should respect the character, materials, and design of the building.

BACKGROUND

The c.1907 building at 718 Caroline Street is a brick-front commercial structure typical of the late 19th/early 20th century and displays elements of the Italianate and Romanesque styles. Sanborn maps show that the building was constructed as a saloon. Character-defining features include three round-arched, double-hung sash windows at the upper story with small, square glass panes lining the arches of the upper sashes. A continuous arched label hood molding runs across the façade above the windows. The façade is constructed of brick laid in stretcher bond and painted, and projecting cornices with decorative brackets at each end are located above the ground floor storefront and at the top of the façade. The storefront is composed of a large signboard and a row of multi-light wood doors. The intermediate cornice and flanking pilasters at each end of the storefront appear to be original elements; however, the doors, frames, and signboard were installed c.1979. It is unclear if the original storefront was removed at that time or during a previous renovation. This is a contributing building in the Historic District. Additionally, an easement on this property is held by Historic Fredericksburg Foundation, Inc.

The applicant is currently rehabilitating the building for use as a small event space. He proposes to remove the storefront elements from 1979 and install new doors with transom windows and signboard above. Six new doors will be installed. Two sets of paired doors will be centered on the façade and

flanked by a single door at each end. The doors will be single lite aluminum-clad wood units. New transoms will be installed above the doors as well. These reflect the pattern of small square panes in the second floor arched windows. The transoms will also be constructed of aluminum-clad wood with simulated divided lites. All new storefront trim will be constructed of wood and painted, with the detailing similar to the elements being removed. Three gooseneck lamps will be installed above the double doors and one of the single doors as shown on the attached documentation. No lamp is proposed for the single door at the left side of the façade because it is differentiated as the entrance into a private apartment. In addition, four low wattage up-lights will be installed on top of the intermediate cornice to illuminate the brick façade. The fixtures will be minimally visible.

One projecting, building-mounted sign will be installed at the center of the signboard area above the storefront. The round double-sided sign is composed of silk-screened vinyl faces inside a polished aluminum ring with tubular polished aluminum stand-offs. The sign will be lit internally with LEDs. The round sign will be 36 inches in diameter and will stand six inches off the wall. Additionally, round decals measuring approximately six inches in diameter will be mounted on the five doors providing access to the ground-floor space. The sign allowance for this property is based on 26 linear feet of building frontage.

The sign allowance is calculated as follows:

26 linear feet x 1.5 = 39 square feet

Sign Type	**Dimensions**	**Area (square feet)**
Building-Mounted	3 feet diameter	9
Window Decals	(5) 6 inches diameter	1.25
		Total = 10.25

The total area of the signs proposed is 10.25 square feet which is under the allowance for this site of 39 square feet. **The sign material and style is compatible with the historic character of the District, is minimally invasive, and will not have an adverse impact on the historic significance of the structure.**

The scope of work also includes in-kind repair that does not require a Certificate of Appropriateness. All wood will be repainted. The pilasters flanking the storefront will first be stripped to remove paint build-up. The existing double-hung windows will be reglazed and repainted. The brick façade and all other decorative elements will be repaired and repainted as needed.

Historic photographs and documentary evidence depicting the original storefront configuration could not be located for this property. The proposed alteration is compatible with the historic character of the building, but will not create a false historic appearance. The historic character-defining features will be retained and the new components respect the character, design, and materials of the building. **Approval of the request as submitted is recommended. The applicant should consider including a fourth gooseneck lamp above the single door at the left side of the façade in order to maintain the symmetry of the design.**

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code § 72-23.1(D)2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
X			(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
X			(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

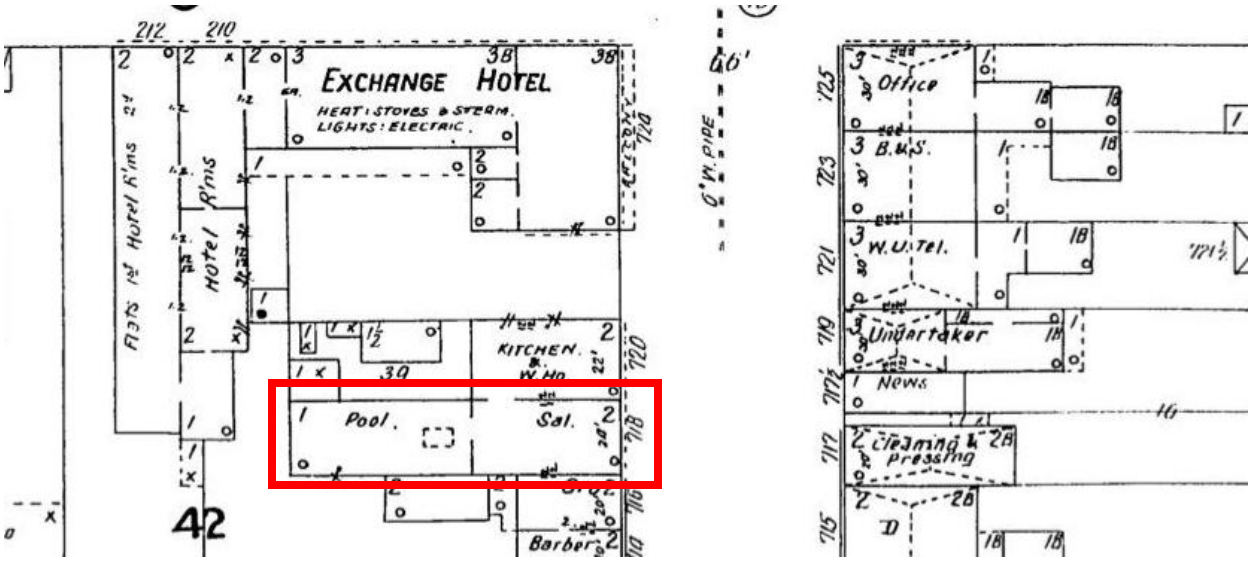
Attachments:

1. Aerial photograph and front elevation view
2. Photographs, existing façade
3. Sanborn Fire Insurance Map, c.1907 and historic photograph
4. Letter from the applicant
5. Lighting specifications
6. Window decal rendering
7. Single entry door hardware specifications
8. Proposed elevation, view 1
9. Proposed elevation, view 2
10. Sign design specifications

AERIAL

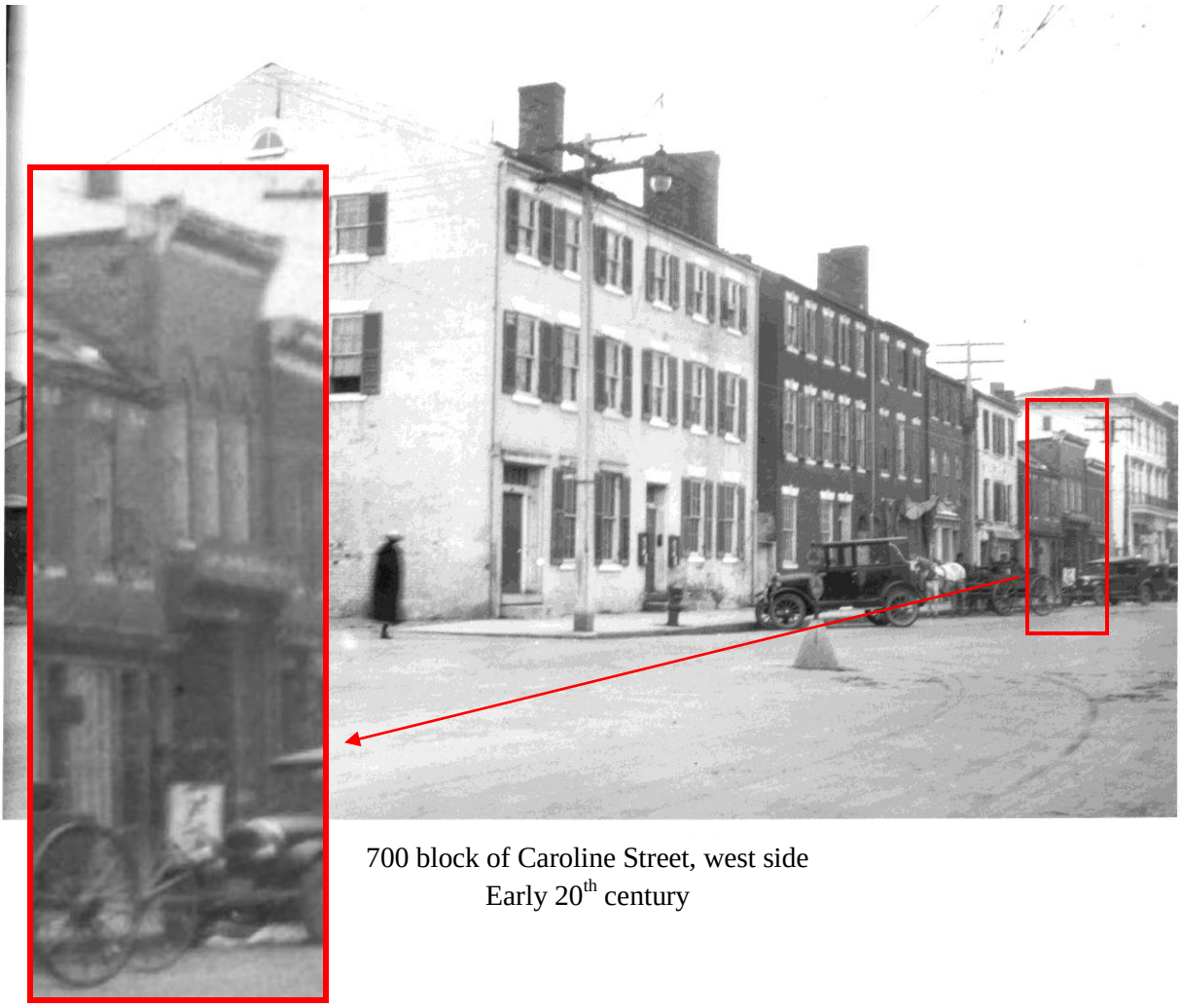
EAST (FRONT) ELEVATION

Existing front elevation
Note: Intermediate cornice appears to be original,
but the signboard, doors, and framing were installed c.1979



Sanborn Fire Insurance Map, c.1907

Previous maps show a three-story dwelling at this location.



700 block of Caroline Street, west side

Early 20th century

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General Building Contractor

718 Venue

The applicant, Michael Colangelo, would like to substantially restore and renovate the façade of 718 Caroline Street. I have closely inspected the existing façade and determined that the upper cornice and the intermediate cornice and the outside flanking pilasters appear to be original fabric. This material will all be retained and restored. The existing doors, door casings and the flat panel above are not historic and we would like to replace this fabric. The new doors and transoms depicted in the drawing are aluminum clad wood units with simulated divided light muntins bars. All exterior trim will be similar to the existing and will be painted wood. The sign will be painted composite inside of a black steel ring with black steel stand-offs per the sketch. There will be three gooseneck lights as per the façade drawing and attached picture. There will be very small low wattage up-lights on the roof of the intermediate cornice to wash the brick portion of the façade with light. These will probably not be visible from the street but the tips of the bulbs may be so they are depicted in the drawing.

The portions of the façade that are to remain will be carefully preserved. All wood will be repainted and the pilasters will be stripped to remove paint build up. The existing doublehung windows will be reglazed and repainted. The brick façade and all remaining elements of the façade will be repaired as needed and repainted as well. We appreciate your consideration of our proposed improvements.

Jay Holloway

Jay Holloway

PO Box 454
Fredericksburg, VA 22404
540.373.2225

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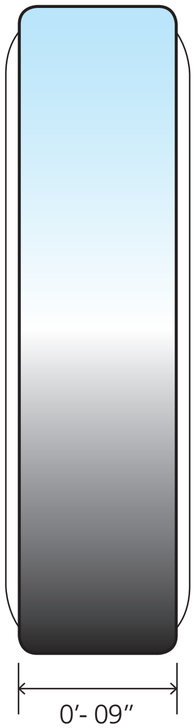
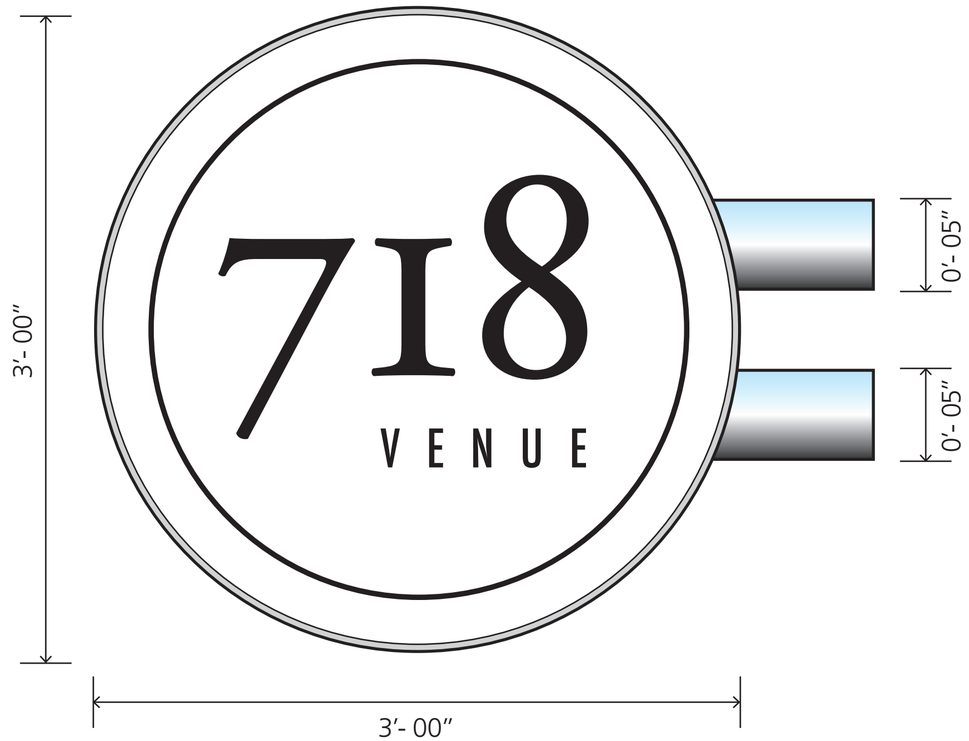
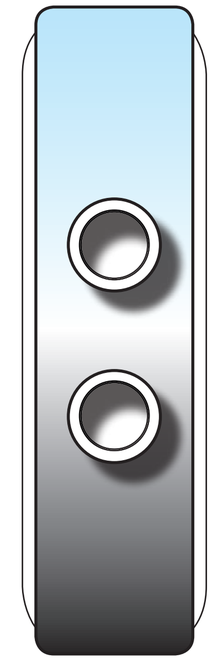
Top Side



Street Side



Face



Bldg. Side

- Polished aluminum frame and mount poles.
- Vacuum formed vinyl faces with silkscreen or scotchcal graphic (two faces)
- LED internal lights

Beveridge Seay

718 Venue Sign
718 Caroline Street
Fredericksburg, Virginia

Scale: .5 inch = 1 foot
Date: 19 August 2016

PLANNING COMMISSION
CITY OF FREDERICKSBURG, VIRGINIA
AGENDA
September 14, 2016
7:30 PM
COUNCIL CHAMBERS, CITY HALL

1. Call to Order

2. Pledge of Allegiance

PUBLIC HEARINGS

3. SUP2016-03 - **HealthSouth Rehabilitation Hospital of Fredericksburg (lesee),** requests an amended special use permit to expand their existing 52 bed rehabilitation hospital to include six additional beds (58 total beds) at 300 Park Hill Drive (GPIN 7779-38-5555) in the Commercial / Transitional Office zoning district (CT). The proposed expansion will bring the on-site Floor Area Ratio to 0.20. The CT zoning district permits a 0.5 Floor Area Ratio. The Comprehensive Plan designates the area for Commercial-Transitional / Office, which has no specific recommended commercial density.

4. RZ2016-03 - Hamptons at Family, L.P. (contract purchaser), requests a zoning map amendment to change the R2, Residential designation on a portion of GPIN 7769-87-3295 (44 Briscoe Lane) and GPIN 7769-77-8378 (30 Briscoe Lane) totaling 20.84 acres to Commercial Highway (CH) (Conditional) and R12, Residential (Conditional) to permit the development of commercial highway uses, 78 townhomes, and 120 multi-family dwelling units. The rezoning includes proffered conditions that include land use controls, transportation improvements, architectural features, cash proffers to offset public facilities impacts, and site amenities. The CH portion of the site is proposed to be 4.31 acres, which would permit a maximum Floor Area Ratio of 0.70. The R12 portion of the site is proposed to be 16.53 acres and will consist of a total 198 dwelling units at 11.98 units per acre. The R12 zoning district permits residential density at 12 units per acre. The Comprehensive Plan designates the area for Planned Development-Commercial, which has no specific recommended residential or commercial density.

GENERAL PUBLIC COMMENT

5. *A general public comment period is provided at each regular meeting for comments by citizens regarding any matter* ***related to Commission business that is not listed on the Agenda for Public Hearing****. The Chair will request that speakers observe the* ***three-minute time limit*** *and yield the floor when the Clerk indicates that their time has expired. No dialogue between speakers will be permitted.*

OTHER BUSINESS

6. Planning Commissioner Comment

7. Planning Director Comment

ADJOURNMENT