



## LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, January 16, 2025 at 5:00 P.M.  
Second Floor Conference Room, Lexington City Hall  
300 E. Washington Street, Lexington, VA

### AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES:
  - A. December 5, 2024 Minutes\*
4. NEW BUSINESS:
  - A. **COA 2025-01: an application by Natalie Shulkin and Rick Alford to modify a previously approved Certificate of Appropriateness for 316 S. Main Street, Tax Map #23-4-1, owned by Richard Alford.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. **Economic Development Authority program update from EDA Chair Camille Miller**
5. OTHER BUSINESS
6. ADJOURN

\*indicates attachment

**Lexington Architectural Review Board  
Thursday, December 5, 2024 – 5:00 p.m.  
Second Floor Conference Room  
Lexington City Hall**

**MINUTES**

**Architectural Review Board:**

Present: Arthur Bartenstein, Chair  
Julie Goyette  
Charlie Hall, Alternate A  
Barbara Crawford, Alternate B

**City Staff:**

Arne Glaeser, Planning Director  
Kate Beard, Administrative Assistant

Absent: Caroline Alexander  
Jessie Taylor, Vice-Chair  
Ian Small

**CALL TO ORDER:**

A. Bartenstein called the meeting to order at 5:00 p.m.

**AGENDA:**

The agenda was unanimously approved as presented. (J. Goyette / C. Hall)

**MINUTES:**

The minutes from the November 21, 2024 meeting were unanimously approved as presented. (B. Crawford / J. Goyette)

**CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:**

None

**NEW BUSINESS:**

**A. COA 2024-37: an application by Warren White and Elizabeth Rassiga for a Certificate of Appropriateness for a new projecting sign at 23 W. Washington Street, Tax Map #16-1-50A, owned by the White/Rassiga Family Trust.**

- 1) Staff Report – This was a request for a new 38” x 18” x ½” double-sided projecting sign made of an expanded PVC material. It will feature the Aforetimes business name and scroll details in metallic gold vinyl on a printed blue background. The sign will be hung from the existing bracket which will be refurbished and painted black. Additional sign details were included in the application. Staff found the proposal met the zoning requirements.
- 2) Applicant Statement – Sign designer Donnelle De Witt said the sign color would match the color of the existing painted trim details and she provided a paint sample for the Board to review. She also passed around an example of a PVC sign with digital printing and confirmed it was a material commonly used for signs downtown.
- 3) Public Comment – None

- 4) Board Discussion & Decision – **B. Crawford moved to approve the application as presented. J. Goyette seconded and the motion passed unanimously. (4-0)**

**B. COA 2024-38: an application by Stuart Brewbaker for a Certificate of Appropriateness for new signage for Mutual Assurance Agency at 223 S. Main Street, Tax Map #232-1-130 owned by Woletta Colonna.**

- 1) Staff Report – This was a request for a new 32” x 32” x 0.125” double-sided aluminum projecting sign with the business name and logo digitally printed in Pantone 539 Dark Blue and 2756 Metallic Gold on a white background. The sign will be hung from a steel F48SB Deluxe Scroll Bracket with a satin black powder coat finish, centered over the entry door. Additional sign details were included in the application. Staff found the proposal met zoning requirements.
- 2) Applicant Statement – Applicant Stuart Brewbaker provided samples of the colors to be used for the printed sign details. He also clarified where the sign bracket would be mounted on the building.
- 3) Public Comment – None
- 4) Board Discussion & Decision – **J. Goyette moved to approve the application as presented. B. Crawford seconded and the motion passed unanimously. (4-0)**

*As the design professional for the project, A. Bartenstein recused himself from consideration of the application for improvements to Courthouse Square. J. Goyette presided over the remainder of the meeting.*

**C. COA 2024-39: an application by Main Street Lexington for a Certificate of Appropriateness for exterior improvements at Courthouse Square, Tax Map #23-1-194C and #23-1-194D, owned by the City of Lexington and Rockbridge County.**

- 1) Staff Report – This was a request by Main Street Lexington for approval of hardscape, landscaping and site furniture improvements to Courthouse Square, also known as the “Old Courthouse Green.”
- 2) Applicant Statement – Jesse Lyons, Chair of the Main Street Lexington Design Committee, and Arthur Bartenstein, Landscape Architect, were present to speak about the proposal. Mr. Bartenstein led the Board through a Power Point presentation giving a detailed history of Courthouse Square, along with photographic evidence of the changes to the space’s landscaping and design over time. He made the observations that the space, as it exists today, is too uneven and steeply sloped for suitable outdoor café seating, and the mature trees and current location of the Veterans’ Memorial crowd the historic space, visually and physically obstructing its landmark architecture. The proposed improvements to the space will address these shortfalls by terracing the slope, establishing a triple level brick promenade centering on the historic Jailor’s residence; improving the landscaping to provide year round visibility of the historic architecture; and relocating the Veterans’ Memorial slightly to the north to square it up with the front elevation of the Courthouse – allowing a larger Memorial gathering space and a less impeded view of the public terraced area. ADA accessibility would also be improved. The Board reviewed the design plans and spec sheets for site furniture and they

were provided with sample paver and railing materials. There was also a review of the proposed plant palette.

3) Public Comment –

Mary Ellen Cook, 2 N. Lewis Street said, as a taxpayer who does not believe the project should be a top priority for the City, she would like to have a better understanding of its financing. She objected to the proposed improvements as being “overkill” and argued that the existing conditions provided greater ADA accessibility than the terraces and relocated memorial would. She suggested simply trimming the hedges around the existing memorial to open the view of the old Courthouse and the park behind it.

Addressing Ms. Cook’s concerns, Director Glaeser explained the project to revitalize the park is included in the Downtown Enhancement Plan and has been a recommended improvement for some time. He also explained that the Architectural Review Board was only tasked with making decisions about the proposal’s design and aesthetics and had no control over its funding – any objections on that front should to be addressed to City Council. Mr. Bartenstein and Mr. Lyons then clarified the ADA accessibility of the new design, noting the new ramp along the south side of the park which will provide access to all portions of the site. Mr. Lyons then added that the VFW had been consulted as the plans were developed and were pleased with the memorial’s relocation in the new design.

4) Board Discussion & Decision – **B. Crawford moved to approve the application as presented. C. Hall seconded and the motion passed unanimously. (3-0)** B. Crawford said she found the timing of this proposal to be quite poignant, considering the issue discussed at the end of the last meeting. She applauded the effort being made to preserve and recreate an historic space.

**OTHER BUSINESS:**

A. Glaeser reported that no applications were received for the December 19<sup>th</sup> meeting.

**ADJOURN:**

The meeting was adjourned at 6:00 p.m. (C. Hall / B. Crawford)

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A. Bartenstein, Chair, Architectural Review Board

Staff Report  
Lexington, VA Residential Historic District COA  
COA 2025-01 Modification of COA at 316 S. Main Street

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<b>Project Name</b>	Modification of previously approved COA for 316 S. Main St.
<b>Property Location</b>	316 S. Main Street
<b>Zoning</b>	R-LC (Residential – Light Commercial) & Residential Historic District
<b>Owner/Applicant</b>	Rick Alford and Natalie Shulkin / Richard Alford

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**Overview of Request**

This is a request to modify a previously approved Certificate of Appropriateness (COA) for the construction of a new main building at 316 S. Main Street.

On June 6, 2024, the Architectural Review Board approved the project with a paint color scheme that included painting the entry doors and side lights in Urban Nature (AF-440). With construction well under way, the applicants have reconsidered and now prefer to have the doors and side lights painted black (Benjamin Moore Onyx 2133-10). Hand colored approximations of the approved and requested color schemes and paint chips are included in the application materials.

*316 South Main Street existing conditions*



**ARB Considerations**

Section 420-9.5 (Residential Historic Neighborhood) requires a Certificate of Appropriateness for any improvement requiring approval by the Architectural Board in Section 420-9.4. The items listed in Section 420-9.4 requiring a public meeting and review by the Architectural Board are:

- A. Demolishing or moving of a main or accessory building, or
- B. Construction of a new main building or a new accessory building.

Section 420-9.8. (Residential Historic Neighborhood) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

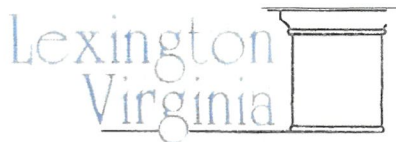
- A. The appropriateness of the exterior architectural features of the building and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Residential Historic Neighborhood Conservation District and environs.
- B. The general exterior design, arrangement, textures, and materials proposed to be used in the construction of the building when viewed from the public street (or streets in the case of a corner lot) along the lot front of said building and its relationship to the other factors to be considered by the Board under this section. Among other things, the Board is to consider the overall architectural design, form and style, including the height, mass, proportion and scale; architectural details, such as the design and style of decorative or functional fixtures, such as lighting, windows and doors; the design and arrangement of buildings on the site; and the texture and materials of a proposal when assessing architectural compatibility.
- C. Any applicable provisions of the city’s design guidelines.

(Applicable sections of the Lexington Design Guidelines are:  
 Section VII. Guidelines for New Construction & Additions on page VII-1,  
 And Section X.C. Guidelines for Painting. Color & Placement on page X-4.)  
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

The Board shall take all of the above factors into consideration when considering the application. The Board shall not consider the interior arrangement of a building or features of a building which are not subject to public view from the contiguous public street or streets. The Board shall not impose any requirements except for the purpose of preventing developments incongruous with the historic and architectural aspects of the building and its surroundings or the character of the Residential Historic Neighborhood Conservation District.

**Staff Recommendation**

Staff finds the proposed project meets the zoning criteria.



www.lexingtonva.gov

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

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

### Applicant<sup>1</sup>

Name: Rick Alford + Natalie Shulkin Phone: R 540-460-3372  
N 540-570-2000

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: 25 Florence Sarah Ln. Email: natalieshulkin@gmail.com  
rick@lexvarealestate.com

Applicant's Signature: Natalie Shulkin Date: 12/27/24  
R. Alford

### Property Owner

Name: see above Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Architect/Designer

Name: Alan Mc Mahan Phone: 804-627-3689

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

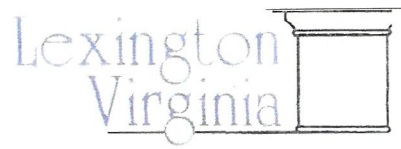
Address: 303 Tulip Tree Ln. Bedford, VA Email: awmcmahan@comcast.net  
24131

### Administration

Application is hereby made to the Lexington Architectural Review Board for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Historic District in accordance with Chapter 420, Article VIII and Article IX of the Lexington City Code.

This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.



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Lexington, Virginia 24450
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Proposal Information<sup>2</sup> (attach list of properties if request includes multiple properties)

Address (or location description): 316 S. Main St

Tax Map: 23-4-1 Deed Book and Page #: 210000 444

Acreage: 0.148 Zoning (attach any existing conditions or proffers): R/LC

Property Doing Business As:

Historical Name of Building:

Approximate Age of Building: Applicant seeking Federal Tax Credit: [ ] Yes [X] No

2. Any application deemed incomplete by staff will not be accepted.

Alteration Description (complete a City Sign Permit Application for sign alterations)

I. Please check action(s) for which this COA is requested:

- Remodeling or renovation of the exterior of a building
Total restoration of the exterior of a building
Removal of any architectural element
[X] Painting of any building exterior
Cleaning of wall surfaces or architectural elements
Repair of all surfaces or architectural elements
Any removal, alternation, repair, or construction of amenities such as fences or walls
Demolition of part or all of an existing building
Moving a building (complete Part III)
Construction of a new building (complete Part III)
Construction of any addition to an existing building (complete Part III)

II. For ALL projects, please attach the following:

- Photographs or drawings from the site showing adjoining structures, streets, and sidewalks
Scale drawings of the improvements
Detailed drawings of significant decorative or architectural elements
Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties
Samples of exterior materials and paint colors to be used

III. For NEW CONSTRUCTION, please provide the above attachments in addition to the following:

- Dimensions, orientation, and acreage of each lot or plot to be built upon
Layout of the project and its relation to surrounding structures
Location of points of entry and exit for motor vehicles and internal vehicular circulation pattern and parking facilities
The size, shape, and location of existing and proposed construction on the parcel
Location of walls, fences, and railings, and the indication of their height and the materials of their construction



