**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
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# Architectural Review Board
# City Council Chamber, Fourth Floor
# Noel C. Taylor Municipal Building

**December 8, 2016**
**5:00 p.m.**

## AGENDA

## I. Call to Order

Welcome to the December meeting of the City of Roanoke Architectural Review Board.

The Board has adopted the use of a consent agenda. All matters listed under the consent agenda are considered to be complete and thorough by the members of the Architectural Review Board and will be enacted by one motion. There will be no separate discussion of the items. If discussion is desired, the consent item will be removed from the consent agenda and considered separately. Once the consent agenda is approved, consent agenda applicants may leave if so desired.

Each application on the regular agenda will be heard separately and in the order in which it appears. If you wish to be heard on a particular matter, when the public comment portion of the application has started, please wait to be recognized in turn and then approach the podium so that the Board's Secretary may record the proceedings accurately.

## II. Consent Agenda

**C1.** Approval of the ARB meeting minutes for June 9, 2016, and July 14, 2016, and the list of Administrative Approvals for November 2016.

**C2. 1316 Second Street, S.W. (Official Map No. 1030704)**
Request from Kristin and John O'Brien to replace the asphalt shingles on the sides of the second level dormers (two in front and one on the rear) with staggered edge cement sidings, replace the existing asphalt shingles with architectural shingles, and replace existing aluminum gutters with in-kind.

**C3. 706 Campbell Avenue, S.W. (Official Map No. 1113203)**
Request from Local Office on Aging, Inc., represented by Al Williamson with Blue Ridge Sign and Stamp, to replace existing wood sign above the concrete steps at the intersection of Campbell Avenue, S.W. and 7th Street, S.W. with two new single faced, freestanding, high density urethane signs with 6" by 6" wooden posts, one along Campbell Avenue, S.W., and the other along 7th Street S.W.

**C4. 128 Campbell Avenue, S. E. (Official Map No. 4010508)**
Request from Western Virginia Foundation for the Arts and Science, represented by Jordan Winfield, to install an exterior projecting sign on column with a decorative metal bracket for the new business.

## III. Old Business

**A. 1017 2nd Street, S.W. (Official Tax Map No. 1022210)**
Request from Land Barons, LLC, represented by Dinah Ferrance, to replace the existing freestanding double-sided wooden sign with a new 28" tall by 64.5" wide double-sided medium density panel (MDO) board attached to two 4" by 4" painted wooden posts having wooden post toppers.

**B. 634 Marshall Avenue, S.W. (Official Tax Map No. 1120209)**
Request from 634 Marshall, LLC, represented by Cesar Dominguez to replace all existing wood window sashes with new wood window sashes.

Each of the following COA applications is continued per the applicant's request:

**C. 1618 Patterson Avenue, S.W. (Official Tax Map No. 1213105)**

**D. 436 Walnut Avenue, S.W. (Official Tax Map No. 1030101)**

**E. 117 Campbell Avenue, S.E. (Official Tax Map No. 4010906)**

**F. 1017 2nd Street, S.W. (Official Tax Map No. 1022210)**

**G. 539 Day Avenue, S.W. (Official Map No. 1120319)**

## IV. New Business

**A. 648 Day Avenue, S.W. (Official Map No. 1120504)**
Request from Nicholas J. and Liza Hart, represented by Jim Haynes, to replace a total of 12 existing wood windows located on the sides and rear of the structure with new wood windows to match existing, install light fixtures to each side of the front and rear entry doors, and install two flush mounted ceiling fans on front porch.

**B. 618 Woods Avenue, S.W. (Official Map No. 1140110)**
Request from Joshua and Amanda Hogan to replace a total of 19 existing windows with new wood Pella windows to match the appearance of the existing windows.

**C. 501 Marshall Avenue, S.W. (Official Map No. 1113531)**
Request from 5th & Marshall, LLC, represented by Geoffrey A. Straughn, to install a new 16" tall by 36" wide building mounted sign next to the existing overhead door located on the south side of the building on Marshall Avenue, S.W.

## V. Election of ARB Chair, Vice-Chair, Agent, and Secretary

## VI. Other Business

- Project updates

| Administrative Approvals, November 2016 | | | | | | |
|---|---|---|---|---|---|---|
| Applicant /Owner | Rep. | TM # | Address | Proposal | Dist | Approval Date |
| GRE Properties Roanoke LLC | | 1031106 | 324 King George Avenue, S.W. | The construction of a new generator pad that will incorporate a generator and transfer switch. The area will be screened by a 6' high board fence as shown on the submitted documents. There will be electrical work which will be handled by Kegley Electric Company, LLC. | H-2 | 11/9/2016 |
| Barbara J. & Stephen R. Patrouch | Steve Patrouch | 1213007 | 1706 Patterson Avenue, S.W. | Install new wooden handrail to meet standard codes & comply with H-2 design guidelines.<br><br>New handrail will be on side & rear of porch and painted. | H-2 | 11/15/2016 |
| Foster Properties, LLC | Joy M. Gambon | 1020810 | 325 Mountain Avenue, S.W. | Replacing existing signs with temporary sign.<br>Laminated foam board (FedEx)<br>28" wide x 22" tall<br>Mounted on pre-existing wooden cross secured in cement. | H-2 | 11/16/2016 |

Architectural Review Board
June 9, 2016
5:00 p.m.
Minutes

Members Present:
Mrs. Katherine Gutshall, Chair
Mr. John Fulton, Vice-Chair
Mr. Aaron Copeland
Mr. William Hume
Mr. David Parr

Members not present:
Mrs. Mary Dykstra
Mr. Christopher Vail

Others Present:
Mr. Tina Carr. Acting Secretary
Mr. Parviz Moosavi, Agent
Mr. Wayne Leftwich, Senior City Planner
Mr. Steve Talevi, Assistant City Attorney

**I. Call to Order**
Chair Katherine Gutshall advised that we were waiting for one more member to arrive to establish quorum. Madam Chair welcomed the board and called the meeting to order at 5:05 pm.

**II. Consent Agenda**

**C1. Approval of the Administrative Approvals for May 2016.**

Mr. Fulton made a motion to approve the administrative approvals, seconded by Mr. Copeland. Mrs. Carr was asked to call the roll. The motion passed with a vote of 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

The chair asked that Item C2 listed under the consent agenda be taken off the consent agenda and considered under regular business due to new information that presented itself and ask for Mr. Fulton to recuse himself as he was part of the project. Motion was moved by Mr. Parr, seconded by Mr. Hume. Motion passed with a vote of 4-0.

Mr. Hume-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall read into record:

> **520 Church Avenue, S.W. (Official Tax Map No. 1113414)**
> Request from the YMCA of Roanoke Valley, Inc., represented by Mr. John Fulton, Jr., Architect, to install two new aluminum frame fixed windows on the existing north building façade near the dead end portion of Church Ave, S.W., to match the existing aluminum frame fixed windows.

Mrs. Gutshall asked if Mr. Fulton would be presenting on this application.

Mr. Moosavi advised that he did not think so.

Mr. Gutshall asked for staff comments.

Mr. Moosavi said that just before the meeting staff found out that the two windows that are proposed that were shown on the photo provided by the contractor; the photo provided showed two new windows being installed on that façade which is at the end of Church Avenue, S.W. He advised that a total of two windows are proposed to be added, but only one on that façade and the second on the right side along the alley way next to the building. Mr. Moosavi had no photo available, but he did have a drawing provided by Mr. Fulton. Mr. Moosavi wanted to clarify that there were two windows being replaced, however the location of the windows were not based on what was shown in the packet.

Mrs. Gutshall asked Mr. Moosavi if in the packet there was a drawing that showed the correct location of the windows.

Mr. Moosavi confirmed that this was included.

Mrs. Gutshall said that another consideration in the staff report was that the aluminum frame window details would be provided prior to the meeting and asked Mr. Moosavi if those details were provided.

Mr. Moosavi said that these drawings were provided and they did not show all of the details, however they were the same type of windows as the existing windows around the building.

Mrs. Gutshall opened the floor for public comments; there were none.

Mrs. Gutshall closed the public comment portion.

Mrs. Gutshall asked if there were any board comments or clarifications that need to be made.

Mr. Fulton asked if the proposed windows would match the profile of the other existing windows.

Mr. Moosavi clarified that all windows would match existing.

Motion to approve made by Mr. Copeland, seconded by Mr. Parr. Mr. Moosavi was asked to call the roll in Mrs. Carr's absence and the motion passed 4-0.

Mr. Hume-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

**III. Old Business**

Each of the following COA applications is continued per the applicant's request:

**A. 1618 Patterson Avenue, S.W. (Official Tax Map No. 1213105)**

**B. 436 Walnut Avenue, S.W. (Official Tax Map No. 1030101)**

**C. 433 Day Avenue, S.W. (Official Tax Map No. 1012816)**

**D. 20 Church Avenue, S.E. (Official Tax Map No. 4011311)**

**E. 416 Allison Avenue, S.W. (Official Tax Map No. 1030305)**

## IV. New Business

Mrs. Gutshall read in to record:

**A. 632 Walnut Avenue, S.W. (Official Tax Map No. 1131103)**
Request from James Dixon and Laura Martin to add a single lane driveway on the west side of the property to allow off-street parking. The proposed driveway is 9.5' wide by 33' long using brick pavers.

Mr. Dixon requested to move item to end of meeting, due to waiting on co-speaker. Chair called for motion to table item to end of meeting. Motion to approve to table this item was moved by Mr. Copeland, seconded by Mr. Hume. Mrs. Carr was asked to call the roll and the motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall read in to record:

**B. 518 King George Avenue, S.W. (Official Tax Map No. 1140406)**
Request from Laura Lavernia and Matthew Hayes to provide exterior building alterations, including removal of existing vinyl siding, exposing existing cedar shake shingle siding underneath.

The chair called to table item to end of meeting due to no speaker present and called for a vote. Motion to approve to table this item was moved by Mr. Copeland, seconded by Mr. Parr. Mrs. Carr was asked to call the roll and motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall read in to record:

**C. 108 Market Street, S.E. (Official Tax Map No. 4010501)**
Request from Saunders and Wells Investments, Inc., represented by Ms. Diane W. Speaks, to install a 24" wide by 52" tall building-mounted sign at the corner of the building facing Salem Avenue, S.E.

The chair called to table item to end of meeting due to speaker, Ms. Speaks not being present and called for a vote. Motion to table this item was made by Mr. Copeland, seconded by Mr. Hume. Mrs. Carr was asked to call the roll and motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall recused herself from item D. 515 8th Street, S.W. due to her involvement in project and turned the chair over to Mr. Fulton.

Mr. Fulton read in to record:

**D. 515 8th Street, S.W. (Official Tax Map No. 1113111)**
Request from 515 8th Street, LLC, to install a channel letter, building-mounted sign on the north façade near the building entry along 8th Street, S.W. The proposed silver color aluminum sign measures 18.5" tall by 144" wide. The sign will be externally illuminated using two silver color Cambria fixtures with LED lights to be installed at 12" above the proposed sign.

Mr. Fulton asked if there was someone to speak regarding this application.

A gentleman was present at the request of Mr. Moosavi to present samples of sign lettering and lighting. Samples were passed around to the board for their review.

Mr. Fulton asked if there were anyone speaking for or against this project, hearing no one.

Mr. Fulton asked for comments from the floor or questions from board.

Mr. Copeland asked about placement of sign on building.

The speaker answered this will be the only sign on building and it will be placed on the 8th Street entrance. He advised they currently have a for lease sign there.

Mr. Fulton asked about placement of lights.

The speaker answered lights would be below the sign and shining up. He then corrected himself saying that originally they were looking at them being below, however he would go by what the drawings say which was above the sign.

Mr. Fulton asked if the entire sign including the logo is the size of 12' or 144".

The speaker advised that was correct.

Mr. Fulton asked if the drawing presented was relatively to scale.

The speaker advised yes.

Mr. Fulton asked for staff comments.

Mr. Moosavi stated proposal is consistent with the guidelines and meets all zoning requirements. He stated approved temporary banner had been removed and recommended approval.

Motion to approve moved by Mr. Copeland, seconded by Mr. Parr. Mrs. Carr was

asked to call the roll and motion passed 4-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes

Mrs. Gutshall read in to record:

**E. 355 Elm Avenue, S.W. (Tax Map No. 1020222)**
Request from Robert Scrimshaw, represented by Robert Eanes with Calico Enterprises, LLC, to modify a previously approved COA application (COA150165). Per the COA approval, four wood double-hung window sashes were to be replaced with new Ply Gem Jefferson Series wood double-hung window sashes to match. The applicant installed window sashes that are 3" shorter and 1 ¼" narrower than the original wood sashes. Applicant is requesting ARB approval of the four window size modifications.

Mr. Eanes stated they were given permission to replace four window units, sashes only, with Plygem Jefferson Series sash replacements. He ordered the sash replacement that would fit the opening. The original openings were 77" tall and 33 ¼" wide, but the size available was 74" tall and 32" wide which required adding material at the bottom and top of window openings in order to make the sashes actually close and have the weather stripping sit tight to the top and bottom.

Mrs. Gutshall opened for public comment.

Mr. Jim Haynes, 526 Marshall Avenue, urged the board to approve the project. Mr. Haynes stated that Mr. Eanes has shared some pictures with him and that the solution looks good. He said that this project has revitalized a 20 year old eye sore in the neighborhood.

Mr. Eanes then stated, per Mr. Moosavi's suggestion he has added 3 quarter by 3 quarter material that covers the gap where the compression jam sits against the material. Furthermore, the guidelines do say if sash replacement is warranted, you should not to reduce size by more than 10 percent and the current reduction is 7 ½

percent. The actual glass is less of a reduction due to the thinner frame work than the original, making the glazing is no more than a 3 or 4 percent reduction. He also reported that they will be adding storm windows at a future date.

Chair asked for public and staff comments.

Mr. Moosavi stated approval was given on August 13, 2015 for windows and other items not included in this application. At that time he understood that the windows going in would be the same size. However the windows were ordered and they were not fitting as intended. He then read the design guidelines stating that if replacement is warranted due to severe deterioration of sashes or frames, the reduction could be no more than 10 percent of original size of glazing and frames. He continued stating the reduction does fall into those guidelines. He then recommended approval.

Mrs. Gutshall asked for questions from board for staff or applicant on this matter.

Mrs. Gutshall stated the reduction does fall into guidelines and that the new windows look nice.

Mr. Moosavi shared that he thinks this is a great improvement to the property and shared before and after photos of the windows.

Mrs. Gutshall asked for any staff comments or discussion, hearing none, called for a motion. Motion to approve moved by Mr. Fulton, seconded by Mr. Copeland. Mrs. Carr was asked to call the roll and motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall returned to tabled item:

**A. 632 Walnut Avenue, S.W. (Official Tax Map No. 1131103)**
Request from James Dixon and Laura Martin to add a single lane driveway on the west side of the property to allow off-street parking. The proposed driveway is 9.5' wide by 33' long using brick pavers.

Mr. Bill Garrand, Green Acres Landscaping and Mr. Dixon presented for this item. Mr. Dixon proceeded with presentation including pictures of property and drawings. He stated he was proposing a driveway to the side of the subject property off the front street. He wants to amend the size to 9.5' by 33" to be more consistent with other driveways in the block and to be two car lengths. He proposed to use clay brick pavers and a permeable system to avoid water run-off. He stated that there is a precedence of brick pavers in neighborhood and he felt it would look better than two concrete strips. Mr. Dixon continued to show pictures of other brick paver driveways on their block.

Mrs. Gutshall thanked applicant for presentation.

Mrs. Gutshall asked for board and public comments, hearing none.

Mrs. Gutshall asked Mr. Moosavi for staff report.

Mr. Moosavi stated the context of the neighborhood is to have driveways in the front, although there is alley access available. The majority of the houses on that block do have driveways except one at the corner and one multi-family rental location. There are existing strip concrete driveways within the same block. The house next to the subject site does have a gravel drive. Mr. Moosavi presented pictures of subject property and the alley behind the house. The guideline encourages the use of the alley in historic neighborhood, however allows for side driveways or side parking area. This would be within that context and the requirements of what is mentioned in the guidelines. If approved, Mr. Moosavi clarified that the area within the city right of way, if anything happens to that area, the applicant would have to sign an affidavit that any damage to that would not be the City's responsibility. Mr. Moosavi stated that there is a curb at the property that would require a curb cut and would have to apply through the engineering department. He believes the applicant is aware of these items. The context of the neighborhood is to have parking in the front or to the side of the house. He stated that the driveway material is inconsistent with the material that

used within that same block, even though guidelines talk about using pavers. Mr. Moosavi then recommended approval of project.

Mrs. Gutshall asked for board comments.

Mr. Copeland and Mr. Parr stated they believe it will look great.

Mrs. Gutshall reiterated the guidelines do allow for off street parking and she appreciates the reduction in size of the driveway as well as the pictures of other brick paver drives in the district considering concrete is the predominant material in the area.

Mr. Moosavi asked if the tree at the corner of the property would be an issue.

Mr. Dixon stated there is about 8 feet of space and the tree will not be cut down.

Mrs. Gutshall asked for board comments or a motion on the application as amended to the driveway that is 9.5' wide and 33' long. Motion to approve moved by Mr. Copeland, seconded by Mr. Hume. Mrs. Carr was asked to call the roll and the motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall returned to tabled item:

**B. 518 King George Avenue, S.W. (Official Tax Map No. 1140406)**

Request from Laura Lavernia and Matthew Hayes to provide exterior building alterations, including removal of existing vinyl siding, exposing existing cedar shake shingle siding underneath.

Laura Lavernia stated that she and Mr. Hayes are in the process of restoring the subject property. When they purchased the house, the columns gave clues that there may be cedar shakes underneath the siding. She reported that she had already removed in a

test area and it showed that the original cedar shake is in very good shape. She presented photographs to show where she has removed a test past showing, 1st layer of asbestos siding (1930s) and vinyl siding (1990s) She also showed pictures of wiring that is not up to code between the layers of siding. A part of their initial stabilization of subject property was moving and removing an abundant amount of electrical wiring that was not code compliant. They have traced every wire and capped them off when necessary and removed others. In renovating the property they have removed six layers of vinyl paint already from the front door and are almost finished with paint removal. Mrs. Lavernia and Mr. Hayes proposed to remove the vinyl siding and the asbestos siding to expose the original cedar shake and to paint the exterior of the home in a color scheme as closely to what the original paint scheme was. She presented color scheme that is proposed for the subject property. The darker green/blue will be on the exposed foundation and the columns. She stated that heavy structural elements will be painted in that color to provide weight. The framing elements and exposed rafters will be painted in the lighter color. Then the lighter elements will be painted the light ivory type color. It is the color scheme that matches what she believes would have been an Edwardian, transitional, craftsman home. They have approximated what was original and what appears to be existing on the home. She says she has a lot of nail holes to cover up from all of the siding. She proposes to paint it the craftsman brown color after she has consolidated all of the holes.

Mrs. Gutshall stated that she noted holes and asked if they planned to patch those.

Mr. Hayes responding with yes and Mrs. Lavernia stated that they would patch those holes with epoxy or wood filler. If that proves to look ugly and not work out, that place will be replaced with a cedar plug and epoxy.

Mrs. Gutshall asked if there were any other questions from the board.

Mr. Fulton asked if they knew how old the house was.

Mr. Hayes responded with 1918 and said that the subject property was probably designed by the first owner who was the head of the engineering school at Washington and Lee College in Lexington. Mrs. Lavernia stated that the roof and entire geometry of the subject property is based on a square. Everything is square about it and it is unique and cool.

Mr Fulton asked if they would be removing all of the vinyl.

Mrs. Lavernia stated that they were. They have exposed the areas that they thought would have water damage and those shakes appear to be fine. If they have to they would shake over areas that they have to replace. They will provide the ARB with another update if anything changes. Mrs. Lavernia stated that they would be removing both layers of siding and would be doing the work themselves.

Mrs. Gutshall stated that she appreciated all the worked they are putting into it. She has enjoyed seeing their progress so far and hope to see more in the future.

Mrs. Gutshall asked if there were any additional board questions or comments, hearing none.

Mrs. Gutshall asked if any public comments, hearing none.

Mrs. Gutshall asked for staff comments. Mr. Moosavi stated that he was very excited about the project and that it will look great in the neighborhood. He explained that the application needed to include removal of gutters and downspouts and asked if they were taking the fence down. Mr. Hayes responded that he didn't know what they were going to do with the fence, but in the process of taking down the siding. The downspouts will be replaced as well where needed. Mr. Moosavi recommended approval.

Mrs. Gutshall clarified that the board would be voting on the removal of the vinyl siding from the walls and the soffits and the removal of gutters and downspouts. She did not see that mentioned in the staff report; however it was in the project description.

Mr. Moosavi reported that the removal of gutters is something that he is authorized by the board to sign off on, so that is why it was not mentioned. It is in the application so he did want them to note that.

Mrs. Gutshall confirmed that they were non-historic gutters and down spouts.

Mrs. Gutshall asked for any questions or comments from the board.

Mr. Moosavi did confirm that the board would be voting to remove both vinyl and asbestos siding and the removal of the gutters and downspouts.

Motion to approve made by Mr. Copeland, seconded by Mr. Parr. Mrs. Carr was asked to call the roll, motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

Mrs. Gutshall returned to tabled item:

**C. 108 Market Street, S.E. (Official Tax Map No. 4010501)**
Request from Saunders and Wells Investments, Inc., represented by Ms. Diane W. Speaks, to install a 24" wide by 52" tall building-mounted sign at the corner of the building facing Salem Avenue, S.E.

The applicant was not in attendance.

Mr. Moosavi presented the proposal to the board. He stated that it would be a building mounted sign 24"X52". On the Salem Avenue side at the corner where Market Street and Salem Avenue meet is where it would be mounted. Mr. Moosavi recommended approval.

Mrs. Gutshall asked for public and board questions or comments, hearing none.

Mrs. Gutshall stated it does look that the sign meets guidelines. She would be comfortable approving it. She noted that after seeing an earlier version that the applicant did make an effort to edit it down less to make it less busy.

Motion to approve moved by Mr. Copeland, seconded by Mr. Hume. Mrs. Carr was asked to call the roll and motion passed 5-0.

Mr. Hume-yes
Mr. Fulton-yes
Mr. Copeland-yes
Mr. Parr-yes
Mrs. Gutshall-yes

V. Other Business

- Project Updates-none
- Announced Mary Dykstra's resignation
- Next Meeting July 14, 2016

There being no further business, the Chair adjourned the meeting at 6:05 pm.

Respectfully submitted,

TinaCarr

Tina M. Carr
Acting Secretary, Architectural Review Board

**Architectural Review Board**
**City Council Chamber, Fourth Floor**
**Noel C Taylor Municipal Building**

**July 14, 2016**
**5:00 p.m.**
**MINUTES**

Members Present:
Mrs. Katherine Gutshall, Chair
Mr. John Fulton, Vice-Chair
Mrs. Mary Dykstra
Mr. William Hume
Mr. David Parr

Members Absent:
Mr. Aaron Copeland
Mr. Christopher Vail

Others Present:
Ms. Tina Carr, Acting Secretary
Mr. Parviz Moosavi, Agent
Mr. Wayne Leftwich, Senior City Planner
Mr. Steve Talevi, Assistant City Attorney

## I. Call to Order

The regular meeting of the Board was held on Thursday, July 14, 2016. The Chair called the meeting to order and welcomed the Board at 5:00 p.m.

## II. Consent Agenda

**C1. Approval of the Administrative Approval for June 2016.**

**C2. 20 Church Avenue, S.E. (Official Tax Map No. 4011311)**

**Request for review and approval of a 12" wide by 36" tall, double sided projecting sign. The proposed sign would consist of a ½" thick aluminum panel and vinyl graphics.**

**C3. 107 Kirk Avenue, S.E. (Official Tax Map No. 4011409)**

**Request for review and approval of an installed pay station at the existing surface parking lot.**

Chair asked for motion to remove Consent Agenda Item C2, 20 Church Avenue, S.E., from the consent agenda in order to be considered separately. Ms. Dykstra made a motion to remove the item from the consent agenda, and the motion was seconded by Mr. Parr. The motion passed 5-0.

Ms. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes
Mrs. Gutshall-yes

The Chair explained that the item pertaining to 20 Church Avenue, S.E., would be considered before new business.

The Chair asked for a motion to approve Consent Agenda Item C1, Approval of the list of Administrative Approvals for June 2016, and Consent Agenda Item C3, 107 Kirk Avenue, S.E., request for review and approval of an installed pay station at the existing surface parking lot. Mr. Fulton made a motion to approve Consent Agenda Items C1 and C3, and the motion was seconded by Ms. Dykstra. The motion passed 5-0.

Ms. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes
Mrs. Gutshall-yes

The Chair explained that Items C1 and C3 from the Consent Agenda were approved.

**III. Old Business**

**A. 416 Allison Avenue, S.W. (Official Tax Map No. 1030305)**

**B. 1618 Patterson Avenue, S.W. (Official Tax Map No. 1213105)**

**C. 436 Walnut Avenue, S.W. (Official Tax Map No. 1030101**

**D. 433 Day Avenue, S.W. (Official Tax Map No. 1012816)**

**IV. New Business**

**A. 108 Market Street, S.E. (Official Tap Max No. 4010501)**
***Continued at Applicant's Request***

The Chair asked Mr. Talevi if agenda items Old Business A through D and New Business A if the Board should vote that these items be continued until next month's

meeting, and he confirmed that they should. Mr. Parr made a motion to continue these agenda items, and Mr. Hume seconded the motion. The motion passed 5-0.

Ms. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes
Mrs. Gutshall-yes

The Chair confirmed that these items would be continued to next month's agenda.

The Chair read the item that had been removed from the Consent Agenda into record for the Board's consideration.

**20 Church Avenue, S.E. (Official Tax Map No. 4011311)**

**Request for review and approval of a 12" wide by 36" tall, double sided projecting sign. The proposed sign would consist of a ½" thick aluminum panel and vinyl graphics.**

The Chair asked if the Applicant or the Applicant's representative would like to come before the Board to explain the request. Mr. Cabot Armentrout with Budget Signs came before the board and stated that he understood that the next door neighbor to the left (looking at the building) objected to the sign on the ground that from the intersection of Church Avenue and Market Street passersby wouldn't be able to see the neighbor's sign as clearly as it is now. The Chair stated for the record that the reason this item was removed from the Consent Agenda was because there was an objection from a nearby property owner about the proposed sign potentially blocking his sign. The Chair stated that during the public comment portion for this item that neighbor could come up and state his case or she would read the email from him that was received by Mr. Moosavi.

Mr. Armentrout explained he was trying to accommodate the neighbor and supplied pictures he had taken with the proposed sign superimposed into the photographs that were taken from the intersection from both traffic patterns. He stated that he did not see that the neighbor's sign was blocked from any line of sight and that he felt that they were considering the neighbor while also giving Allstate appropriate signage on the building.

The Chair called for public comment and asked if anyone was there to make comment and, specifically, if the neighbor was there. Hearing none, the Chair read the email from Mr. Roy E. Bucher, Jr., with Chas. Lunsford Sons & Associates. The email was addressed to Mr. Moosavi and states, "Please let this email serve as my objection to a 12" wide by 36" tall double-sided, projecting Allstate sign next to my building located at 16 East Church Avenue. My insurance agency, Lunsford, has been in business in the

City of Roanoke since 1870 and I am bitterly opposed to having a competitor's sign encroaching on the side walk before you get to my building."

Hearing no other public comments, the Chair asked for staff comments. Mr. Moosavi stated that it was a simple sign proposed. It is a projecting sign, 12" by 36", with more than 8 feet of clearance. Mr. Moosavi wanted to point out that there were some decals proposed with the same application as the sign that he is able to approve administratively, provided they meet the Guidelines and the zoning requirements.

Mr. Moosavi showed pictures of the proposed sign superimposed in the photographs. He also showed pictures of the neighbor's existing sign. Mr. Moosavi said that it was very difficult to block the neighbor's sign and that based on that he recommended approval of the application.

The Chair asked if there were any additional questions for staff before beginning the Board comment portion of the discussion. Mr. Talevi asked Mr. Moosavi to point out the Lunsford building on the photographs and to clarify that Allstate would be going into the building adjacent to the Lunsford building. Mr. Moosavi did so and also pointed out in the photographs where the proposed sign would be installed. The Chair asked if it was correct that Allstate would only be occupying the third bay of the adjacent building, and Mr. Moosavi stated that was correct. Mr. Fulton asked Mr. Moosavi to show the Board the decals that could be reviewed and approved administratively, and he did. Mr. Moosavi said he had not approved them yet. Mr. Hume asked if the sign being proposed would need to meet the Guidelines and Mr. Moosavi said it would. Mr. Hume asked if the sign was larger or smaller. Mr. Moosavi stated that it was smaller. Mr. Hume said that the objection seemed to be from a competition standpoint. The Chair pointed out that the proposed sign was smaller than a sign on an earlier version of the application that didn't come before the Board and recognized the Applicant's attempt to accommodate the neighbor by reducing the size of the sign. Mr. Fulton stated that Allstate could have done a larger sign but had done their business to try to accommodate the neighbor. Mr. Fulton also stated if Lunsford wanted a similar sign they could come before the Board as well. Mr. Moosavi pointed out that the banner sign in some of the photographs would be removed upon approval of the proposed sign. The Chair stated that, as noted in the staff report, the issue is not with the number, size, material, color, the lettering or method of attachment. She stated that the concern is the sign type and that this sign type had been approved elsewhere in the historic district and does appear to meet Guidelines. Mr. Moosavi explained that prior to obtaining a sign permit, an encroachment would have to be approved by the City. The Chair, acknowledging that her forthcoming question was not in the Architectural Review Board's purview, asked if the Lunsford people would have a chance to weigh in about the encroachment, and Mr. Moosavi stated that we are not involved in that process. The Chair reminded the Board that the matter before the Board was if the proposed sign met the Guidelines and stated that she was of the opinion that it did. The Chair welcomed other Board opinions. Ms. Dykstra stated she was absolutely fine with the

application, and she motioned to accept the application as written. Mr. Parr seconded the motion. The motion was approved 5-0.

Ms. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes
Mrs. Gutshall-yes

**B. 117 Campbell Avenue S.E. (Official Tax Map No., 4010906) Request for a review and approval of 6 foot high, black color, metal fence to be installed on top of the existing 18" tall brick walls and to include two gates, enclosing the rear patio/seating area of Mill Mountain Coffee.**

Allen Garrett, store manager for Mill Mountain Coffee, came before the Board and stated that their intention was to keep the fence on top of the brick wall to cover the perimeter with a double gate to prevent back entry so they can identify who is there, who isn't there, and who is loitering.

Chair stated that the gate type was in the agenda package and asked if the Board members had any questions. Mr. Parr asked where the gate was going to be on the wall. Mr. Garrett said in the middle. Mr. Parr asked if it would be for safety and Mr. Garrett stated that it would be and that so no one could hold the gate open and let someone in. Chair asked for Staff comments.

Mr. Moosavi stated that the proposed sign did comply with the guidelines and zoning and that Downtown Roanoke does allow for an 8 foot tall fence, so he did recommend approval of application.

Chair stated that she did agree with the Staff comments that it met all requirements, and asked the Board members for discussion. Mr. Fulton asked where the gates were going and how he knew there were two gates. Mr. Garrett returned to the podium and stated that the intention was to keep the fence on top of the wall in the very middle with a gate at the top and bottom. Chair asked if the gate would be the same size. Mr. Garrett stated yes, that they wanted to keep it consistent. Mr. Fulton stated that they would be installing a 6 foot tall fence on top of an 18" brick wall so he wanted to know if the gates would be the same height as the fence. Mr. Garrett stated that was not information he had. Mr. Fulton also wanted to know how wide the gate would be. Mr. Hume wanted to know the purpose of the gate and Mr. Garrett stated security so Mr. Hume stated that the gates seemed awkward to him and that they needed to ensure there was a panic egress. Mr. Fulton asked if the gates were double acting or single acting. Mr. Fulton stated he had no issue with the fence, but he did with the gate and needed to be assured it would be consistent with the spirit of the fence and purpose. Mr. Moosavi

stated appearance would be critical in having the same height at the outside, not the inside. Mr. Hume stated that it needed to be pedestrian height.

The Chair asked if the Board felt like they needed more information or could they work it out with the applicant. Mr. Fulton stated that he didn't know what the width was for that walkway and that he thought it would be a good idea to have a front elevation and how wide the gate was presented to the Board. Mr. Parr stated the Board could put conditions on it and Mr. Fulton agreed. Mr. Hume stated he would be okay with that. Mrs. Dykstra wanted to know if there was a way to put a buzzer on it to notify if the gate had been opened. She felt it was odd to have the double gate. She stated that she is okay with it going back to Mr. Moosavi.

Chair stated that everyone seemed to be okay with the first gate but that perhaps they could come back with an idea or drawing design for the second gate.

Mr. Fulton stated that if they would have to come to next month's meeting, he would like to see an elevation map as well as post sizes and whether or not patrons would have to walk all the way around the building to get coffee.

The Chair stated that the Board needed more information before they could vote on it in its entirety and to come back with more detailed plans, an elevation, the gates, and the post sizes. The Chair gave the applicant options of coming back next month or for the board to vote now. The applicant opted to continue the application. Mrs. Dykstra made a motion to continue the matter, and Mr. Fulton seconded the motion. The motion passed 5-0.

Ms. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes
Mrs. Gutshall-yes

**C. 421 Day Avenue, S.W. (Official Tax Map No. 1012819)**
**Request for review and approval of porch decking replacement. The front porch decking that is currently tongue and groove wood planking will be replaced with composite planks.**

Peter Conlin came before the Board and stated that he had old wood tongue and groove boarding on his front porch that had been damaged due to weather, aging, and those usual type of things. He stated that he wanted to replace them with composite planking because he could not find composite tongue and groove. He stated that he could find it in plastic and PVC but not composite. He stated in walking around his neighborhood, that there were a number of plank porches already existing, so that he

felt tongue and groove was not the only type of material being used in his neighborhood and didn't feel it would change the character of his porch even though it is wider.

Chair opened item to public comments. Mr. Galluci, who resides at 425 Day Avenue, stated that he had no problem with the applicant fixing his porch in the way he had proposed.

Chair asked for Staff comments.

Mr. Moosavi stated that the proposed decking material is inconsistent with the design guidelines in terms of appearance. He showed photographs of the porch and stated that it was not in terrible shape and had seen worse that have been repaired and that it was something he has approved administratively many times. He showed damage in the photographs and stated that it was expected from historic tongue and groove front porches, but it was not in a condition to be replaced with a composite material. Mr. Moosavi said due to materials that were not tongue and groove and that were not consistent with the architectural character he recommended denial of the application.

The Chair asked if there were any questions for Staff from the Board. Mr. Parr asked for clarification that the goal was to preserve the historic value of this property but not particularly against any other. Mr. Moosavi stated that was correct. Mr. Hume asked the dimensions of the existing tongue and groove boards. Mr. Moosavi said that the existing appeared to be about 3 inches to 3-¼ inches. The Chair stated that traditional measurements are 3-¼ inches.

Mr. Conlin was asked to approach the podium. Mr. Hume asked if there were any material products on the market that matched the dimension to the existing. Mr. Conlin replied that there was no exact match that he would like to use but that there were narrower materials made of PVC or plastic. He stated he did not agree with Mr. Moosavi's objection to the appearance, that he didn't think being composite that it was an issue because it was in the report as a possibility if he used 2-½ inch boards. Mr. Moosavi said that was correct. The Chair agreed as Mr. Moosavi had stated that the boards on the porch looked like they were in decent condition, which was the first hurdle that the Board had to pass so it could figure out if replacement was fully justified. She asked if based on Mr. Conlin's recollection, if this was historic flooring to the subject property or if it had been replaced before. Mr. Conlin stated that to his knowledge building was approximately 100 years old so he assumed it's been replaced once, if not more. Chair communicated to the Board that her concern was that if it wasn't the historic boarding then it really didn't come into play and could it be replaced with something a little more durable and that this was something for the Board to consider. Mr. Conlin stated he was concerned that if he replaced just the damaged boards, it would become an ongoing issue of having to replace damaged boards over time as opposed to just replacing them all and being done with it.

The Chair asked if Board members had any questions for Mr. Conlin before they started Board discussion. Mr. Fulton stated that he was not a fan of Trex, claiming that it stays dirty and it is very difficult to keep them clean. He also stated that it seemed that the ARB had composite at some other meeting and did remember seeing samples of a composite tongue and groove. Stated that Trex decking was going to look like Trex decking and that he did not think it would be the appropriate material for this area and urged Mr. Conlin to do more research to see if there was something else like a pressure treated wood that could be painted over. Mr. Conlin said there is a product called AZE that is PVC and is tongue and groove, and you have to contact them for a quote. The Trex, he stated, was available at Lowe's and he is able to do it for $800 and that since it was a covered porch, fade was minimal and that he did keep his porch clean. Mr. Hume asked what was the damage? What was the purpose for replacing the porch since.Mr. Moosavi showed that the porch seemed to be in good condition. What percentage of the porch was damaged? Mr. Conlin stated that he didn't know, but the porch is 100 years old. He would estimate the percentage of damage to be 15% over towards the right end of the house and if it's not replace he feared it would start to affect the structure beneath it.

The Chair thanked Mr. Conlin for his comments. She asked the Board if the condition justifies replacement, and if so, was Trex an appropriate material. Mrs. Dykstra stated that the home was beautiful and her concern was that the porch was in good shape and that Trex would change the way the porch looked. There's character and she wanted to see the damaged part replaced with tongue and groove. Mr. Hume stated that he agreed and that a wood floor that would be protected with paint can last 100 years. He did not know if this was one, but stated that there were some in this area. He would rather it be replaced with another material that would give a similar appearance rather than change the appearance of the subject property with Trex.

Mr. Fulton stated Aeratis Heritage has a tongue and groove, and it was guaranteed for life and it looked great. The Chair asked if it could be used to patch or would it have to be a whole new porch. Mr. Fulton stated he didn't know and that it might be worth looking on their website but that 3-1/3 inch is close to what he has.

Mr. Conlin said he was confused about whether or not to plug with that product or replace the whole porch. Mr. Fulton responded that it would depend on the thickness of the material. Mr. Parr stated that they haven't reached the issue. He didn't think that it needed to be replaced so the discussion should be show us what's damaged and then we'll discuss what material. At the very most he would approve continuing it and seeing what the damage was. The Chair asked if other members were comfortable with that.

Mr. Moosavi stated that replacement of an existing portion can be approved administratively and does not require going before the board. The Chair asked if Mr. Conlin was fine with withdrawing the application. Mr. Conlin said that he wanted to withdraw his application as long as he could do the repairs.

The Chair stated that the application for 421 Day Avenue, S.W., was withdrawn.

**D. 415 Day Avenue, S.W. (Official Tax Map 1012821)**
**Historic windows that are in disrepair will be replaced with new Jeld-Wen sashes to match the historic windows in size and pane configuration. A beaded board ceiling will be installed on the front porch. A wooden porch railing with square pickets will be added following the design template for Front Porch Hand Rail in the H-2 Guidelines. The second floor porch will be reconstructed with a wooded porch railing with square pickets to match the front porch. The rear elevation will see the addition of a one-story breakfast nook at the northwest corner with weatherboard siding, Jeld-Wen window to match others, a brick pier foundation, a gable roof with standing seam metal and a 4-inch half round galvanized gutter. A two-story pressure treated deck will also be added to the rear elevation with railing that follows the design for Rear Deck Railings in the H-2 Guidelines. A wood or metal door compatible with the historic character of the house will be used for the basement entrance. A two-story bathroom additional will be added on the east elevation with wood weather board cladding, Jeld-Wen windows to match others, a gable roof with architectural shingles to match main roof, galvanized 4-inch half round galvanized gutters, and a parged CMU foundation. The front retaining wall of non-historic concrete block and brink will be repaired and parged to match.**

Mrs. Gutshall recused herself and asked Mr. Fulton to please handle this matter and Mr. Fulton read the item into the record. Mr. Deacon McCray was called to podium to speak on application. Mr. Fulton asked Mr. McCray to walk the board through what they were planning to do.

Mr. McCray explained to the Board, "We bought the house in probably 2009 and immediately upon purchasing it, we rebuilt the attic and roof structure because of fire damage and now we are planning on completely renovating the house with pickets along the porch that would be historically accepted. We are going to put in new windows. The existing windows-some of them are missing and when I say windows, I'm talking sashes. They are either partially missing or broken and it's just not anything there to do to repair and then we have stationary windows, I think there are five or six of those that we will be doing the same thing to do to. And then the hull of the porch ceiling is missing, and we are going back with the tongue and groove wood there and along the retaining wall there are a couple of bricks missing and we will parge that, and I think we have already done the tongue and groove and any siding that needs to be replaced will be replaced with similar German siding."

Mr. McCray showed the west side of the subject property and said windows and any siding would be replaced with similar to identical siding as well as soffits, ½" round gutters and downspouts would be replaced.

Mr. McCray showed the east side, stated that there was a non-original door and that the most recent use of the subject property was an apartment, but when they purchased the property it was vacant and gutted. He stated that he wanted to remove the door and replace with a matching window and make a little pop out for a ½ bath on the main level and make the upper level more functional. He stated in the back there would be a bump out of the kitchen to put a breakfast nook, standing seam metal roofing, two level deck with wood columns, and all windows replaced with Jeld-Wen and all trim would replicate historical aspects of the subject property.

Mr. Moosavi pointed out that there may be several other photos, and Mr. Fulton asked if there were any drawings. Mr. Moosavi said yes and provided the drawings. Mr. Fulton asked if there were any questions from the Board and if there was anyone to speak on the application.

Ms. Monica Rokicki came to the podium and introduced herself as a resident at 411 Day Avenue and stated she was excited that the home was going to get some love but she had questions to ask. She asked about the back addition plans and specs and how far it extended and whether or not it is a historic rebuild of some sort and if it aligns with the extent of the additions of the other homes on Day Avenue. She wanted to know about the porch since the porch sits so slow, and she asked questions regarding delineation of the property line, the fence on her side, and what the backyard configuration will be.

Mr. Fulton asked for staff comments.

Mr. Moosavi expressed his appreciation to the applicant in converting the subject property from a multi-family property to a single family. The proposal included a lot of exterior modifications that could have been signed off by staff, such as replacing windows with the new wood windows/sashes and additions to the rear building and there were a couple of decking and staircases and a one story bump out. Mr. Moosavi stated that the project was approved in 2009 and had a COA approval dating from then that included proposed project window replacement, addition, two level half bath, door on the first level replaced with a window, rear would be decking on the first level and second level, many windows to be replaced.

Mr. Moosavi explained that the COA was approved in 2009 and extended through 2013 but not extended after that, which was why the applicant was before the ARB. Mr. Moosavi passed out material regarding the plans for the subject property. He stated all windows and handrails were within compliance with the guidelines. He stated the Board had approved the same for other projects. He stated that at the top of the front porch there was a decorative hand rail, above the center of the top of the porch. They were only decorative. Mr. Moosavi recommended approval for the applicant.

Mr. Fulton closed the public hearing.

Mr. Fulton commented that it was very difficult to read what was on the screen and that Ms. Rokicki had asked questions about those and wanted to make sure the Board addressed those. Mr. Fulton asked if the wood siding would be replicated and the applicant said it would. Mr. Fulton said he didn't feel like he grasped what was being done on the back of the subject property. He wanted help on dimensions and wanted to ensure that the corner where the bathroom is wouldn't project past the first floor. Applicant stated it would not. Mr. Fulton wanted to know deck dimensions; the applicant responded 15 feet long by 10 feet wide.

Mr. Fulton pointed out that the Board was using the demolition drawing and not the proposed drawing. Mr. Fulton asked if the Board members noted the stairway off the deck. Mr. Hume asked if the stairway was similar to a house a few doors down and Mr. Moosavi said yes and that it was in the plans. Mr. Hume asked what the setback requirement was and noted that the plans were awfully close. The applicant said there were 5-7 feet between the houses. Ms. Rokicki stated she was on the east side of the subject property. Mr. Fulton said the deck would be put in to H-2 Guidelines and asked Mr. Moosavi if he was okay with the windows. Mr. Moosavi said he was. Mr. Fulton wanted to discuss the roof over the bathroom and stated that he envisioned that if it was something added on, they might not have done that double gable, maybe a more present day theme to it, mitered hit, hip roof over that. Mr. Hume stated that he was not sure that would have been the style, but he didn't know what the style would be. Mr. Fulton stated that typically it wouldn't mimic the house. That it caught his eye and it's on the backside of the house. Mr. Parr stated it could only be seen from the alley. Mrs. Dykstra stated she didn't remember this application and wanted to know if it was the same or if anything has changed. Mr. Moosavi stated the bump out kitchen was a little different, but basically they were the same. Mr. Fulton pointed out that they were looking at little details and assumed it was a tax credit project. Mr. Hume stated DHR provides pretty clear oversight.

Applicant stated that this plan was approved by DHR already and if these were changed that it has to go back to DHR for 910-120 days.

Mr. Fulton stated that he liked that there had already been other eyes on it. Mr. Parr stated it had also been through our administrative review.

Mr. Fulton stated that they now have a better understanding and thanked the neighbor for coming to speak and that the fence and property line are not in the Board's purview.

Mr. Moosavi said there was an aerial photo in their agenda package that could help address some of the Board's concerns. Mr. Fulton asked the Board if there was any further discussion. Mr. Fulton asked for a motion. Mrs. Dykstra motioned for approval as written and Mr. Parr seconded it.

Mr. Fulton asked Mr. Talevi if the entire application needed to be read into the motion, and Mr. Talevi said to word the motion "as set forth in this document provided by Mr. Moosavi at this hearing."

Mr. Moosavi stated that the document was provided by the applicant.

Mrs. Dykstra stated that she would like to add to the motion to approve as presented with the addition of the narrative and stairway that have been included on the drawings. Mr. Parr seconded the motion and the motion passed 4-0.

Mrs. Dykstra-yes
Mr. Fulton-yes
Mr. Hume-yes
Mr. Parr-yes

There being no further business, the Chair adjourned the meeting at 6:29 pm.

Respectfully submitted,

TmCarr

Tina M. Carr
Acting Secretary, Architectural Review Board

**AGENDA ITEM II. C2.**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **1316 Second Street, S.W. (Official Map No. 1030704)**
Request from Kristin and John O'Brien to replace the asphalt shingles on the sides of the second level dormers (two in front and one on the rear) with staggered edge cement sidings, replace the existing asphalt shingles with architectural shingles, and replace existing aluminum gutters with in-kind.

The subject property includes a two-story house, located within the H-2 Historic Overlay District. All exterior alterations are subject to a review and approval by the ARB prior to submitting a building permit application to the Permit Center.

The applicant is proposing to replace the existing three tab asphalt roof shingles with architectural shingles and at the same time remove the asphalt shingles from the sides of the front and rear dormers and replace them with staggered edge cement sidings, per the application submitted. The proposal also includes replacing the existing aluminum gutters with in-kind.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Basic Design Principles*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT: OLD SOUTHWEST

GUIDELINES FOR PRESERVATION AND REHABILITATION

- Maintain original materials and features that characterize a building and make it unique. Architectural materials and features are considered significant if they:
  - are original, reflect a particular architectural style,
  - are examples of quality craftsmanship or design, or
  - reflect changes associated with a major event in the history of the bldg.

  ***The two-story structure includes a brick veneer façade, wood double-hung windows and an asphalt shingle roof. The proposed work would maintain the existing materials and features that characterize the building.***

- Replace deteriorated materials and features that cannot be repaired with new elements of the same design and material.

  ***The applicant is proposing to replace the deteriorated asphalt shingle roof with architectural shingles to maintain the appearance and design. The asphalt shingles existing on the sides of the roof dormers were probably installed by a previous owner. The new siding proposed to replace the asphalt shingle siding is an appropriate material used within this district.***

- Install a new feature that is compatible to similar elements of the building in size, scale, and materials when a significant feature is missing and there is no evidence of its original appearance.

  ***The proposed new staggered edge cement siding is compatible to the similar elements of the building in size, scale and materials.***

*Visibility from the Street*

- In the H-2 District, staff or the ARB reviews any changes proposed to the exterior of building that are visible from the public right-of-way, including alleyways. Modifications to rear facades in the H-2 District also require review when owners propose changes that will impact the building's 'skin', particularly changes to siding, windows, and doors.

  However, the ARB recognizes that the rears of houses typically were more utilitarian in design and changed more frequently. Therefore, a wider range of appropriate materials and designs are allowed to the rear of properties and areas not readily visible from the street. Owners that propose additions that *do not impact* the building's original or current skin, e.g. decks and patios, also have greater design flexibility.

***The proposed work is visible from the street. The replacement of existing asphalt shingle roof with architectural shingles, the replacement of asphalt shingles on the sides of the front two dormers with new staggered edge cement siding, and the replacement of the existing aluminum gutters with in-kind aluminum gutters are visible from the street and consistent with the above statement.***

*Siding*

Residences of the H-2 Historic District demonstrate the diversity of siding materials available in the late nineteenth and early twentieth centuries. Novelty siding (also known as German or drop siding), popular during the late nineteenth century, appears frequently as an exterior material. Many district Bungalows and American Four squares exhibit the wide, sawn clapboards characteristic of the Mid-Atlantic and Southern states, while many Queen Anne styles possess geometrically patterned wood shingles. These types of sidings help to define the visual character of a building.

*New, Replacement, and Substitute Siding*

- Radical change in appearance can result when original materials are covered. This is particularly true when wood siding is covered with synthetic siding. These materials can never replicate the patina, texture or reflective light qualities of wood. The thickness of added siding also reduces the depth between the exterior wall and the window and door frames; thereby eliminating natural shadows and creating a flat look that diminishes the architectural character.

***The new staggered edge cement siding that is proposed to replace the existing asphalt shingles on the sides of the front two dormers and the rear dormer are consistent with the above statement.***

**Staff comments**
The proposed work is consistent with the H-2 Design Guidelines and staff recommends approval of the proposed project as submitted.

Prepared and submitted by:

Parviz Moosavi, Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

RECEIVED

NOV 14 2016

CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

Date of Application: 11-14-2016

Site Address: 1316 2nd St SW Roanoke, Va. 24016

Property Owner:

Name: Kristin & John O'Brien

Address: 1316 2nd St SW

City: Roanoke State: Va. Zip Code: 24016

Phone Number: 540-525-6743 E-Mail: ROKHeitz@Gmail.com

Owner's Representative (if applicable):

Name:

Address:

City: State: Zip Code:

Phone Number: E-Mail:

Application Prepared By:

Current Use: ☑ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use:

Project Type: ☐ Roof ☐ Porch ☐ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☐ Other:

*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Kristin H. O'Brien Date: 11-14-2016

*Section Below to be Completed by Staff*

Certificate Number:

Tax Parcel Number: 1030704

Base Zoning District: MX / H-2

Approval By: ☑ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

☐ Building Permit ☐ Other

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 1316 2nd St. SW

Property Owner: Kristin & John O'Brien

Project Description:

- Replace existing gutters
  - White color
  - 5inch residential, seamless, square
  - Aluminium .17 metal gauge
- Replace roof
  - GAF shingle
  - See scan of product information
  - Color not decided (will choose black, charcoal, or dark brown)
- Add shakes to the vertical sides of dormers Two in the front of the house, and two in the back of the house
  - Alura shakes will be applied in a random square staggered edge
  - material fiber cement
  - Color not decided (will choose subtle color - Linen, natural Clay, or Nantucket Grey)

Additional information to be submitted:

☑ Photographs ☐ Site Plan ☐ Elevation Drawings ☑ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

H-2, Historic Neighborhood Overlay District

# Submittal Requirements Checklist

Complete Form & Click Here to Submit Electronically | Print Form

The following must be submitted for **all** applications:

- ☐ A *completed* application form and checklist. Applications will be deemed incomplete without owner signature.
- ☐ A brief project description of work including how the proposed architectural or site alterations are consistent with the ARB Guidelines for the subject Historic District. If historic materials are being replaced rather than repaired, please provide justifications.
- ☐ Photographs showing the current conditions of the specific project site.

For **windows, doors, roofs and porches,** the following must be submitted:

- ☐ Scaled elevation drawings showing proposed alteration. If proposing to return building to an earlier appearance, please provide supporting documentation for the request (i.e. historic photograph).
- ☐ Photograph, sample or catalog picture of proposed building material.

For **walls and fences,** the following must be submitted:

- ☐ Site plan showing the proposed location of the fence.
- ☐ Photograph or elevation drawing of fence design.
- ☐ Sample, photograph or catalog picture of proposed material.

For **new construction,** the following must be submitted:

- ☐ Site plan, including property lines, roadways, footprint of buildings and structures, paving etc.
- ☐ Scaled elevation drawings of all sides of proposed building/addition.
- ☐ Samples, photographs or catalog pictures of building materials.

For **parking/paving,** the following must be submitted:

- ☐ Site plan showing proposed location of new paving surface.
- ☐ Photograph, sample or catalog picture of proposed building material.

For **signs,** the following must be submitted:

- ☐ Freestanding: A site plan showing the proposed location of the sign
- ☐ Building Mounted: Photograph or scaled drawing of elevation on which the proposed sign will be located.
- ☐ Photograph or scaled drawing of the proposed sign, identifying materials, color, lettering (size and style), and wordage.
- ☐ Specifications of sign brackets, mounting hardware and lighting, if applicable.

For **demolition,** the following must be submitted:

- ☐ Justification for demolition, including structural evaluation and cost estimates for rehabilitation.

For **other items,** please refer to a like category.

**Note: If applying by e-mail please include the above items as an attachment.*


Department of Planning Building and Development
Room 166, Noel C. Taylor Municipal Building
215 Church Avenue, S.W.
Roanoke, Virginia 24011
Phone: (540) 853-1730 Fax: (540)853-1230

ARB Agent
Parviz Moosavi, Historic Preservation Planner
Phone: (540) 853-1522
E-mail: parviz.moosavi@roanokeva.gov


*Please remember...*

The COA does not relieve the property owner from the responsibility of obtaining any other required permits. A copy of the Certificate must be submitted to the Development Assistance Center (DAC) for permitting. For more information contact the DAC at 853-1090. It is strongly suggested that you do not order or purchase any materials until ARB approval and required City permits are obtained.

# PROPOSAL

Entry Doors
Patio Doors
Replacement Windows
Seamless Guttering

**CSW**

COOK SIDING & WINDOW CO.
QUALITY SINCE 1954

301 KESSLER MILL ROAD
SALEM, VIRGINIA 24153
800-769-2040
www.cooksiding.com

Sunroo
Room Enclosu
Storm Do
Storm Windo
Awni

Phone (540) 389-6104
Orders Subject to Office Approval

Fax (540) 389-27
Class A License Number 2705 01060

| | | |
|---|---|---|
| PROPOSAL SUBMITTED TO: Kristen O Brien | PHONE: 540-525-6743 | DATE: Oct 31,16 |
| STREET: 1316 2nd Street SW | JOB NAME: pre 1978 | |
| CITY, STATE, AND ZIP CODE: Roanoke VA 24016 | JOB LOCATION: roof/siding/gutters | |

We hereby submit specifications and estimates for:

on front and back dormers remove and dispose shingles. On all of home remove and dispose shingles and gutters. Flash around the dormers. Install Tyvek for a water barrier. Install Alura shakes to front and back gables. Shakes to be primed for homeowner to paint. $4,428.00

On the rest of the home including the front porch roof. Install synthetic underlayment for a water barrier to the whole roof deck. Install drip edge and starter shingles going along the whole permieter of roof including gables. Cut in ridge verit, install ridge vent, install timber tek ridge cap, Install ice and water shield under boots install new boots. Install GAF timberline lifetime architectural shingle. Color to be black. Flash around any chimneys. $11,520.00 No removal of existing Shingles deduct $300.00

Install seamless aluminum residential square 5in gutters to fascia board , gutters are installed with hidden hangers install standard residential square downspouts to new gutters. $1685.00

Clean up all job related debris. Material and labor included. Approx 6 wks MC

All work to be done in accordance w/ local building codes and any permits if required to obtain by CSW**

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

seventeen thousand six hundred thirty three dollars & 00/100-- dollars ($ 17633.00

Payment to be made as follows:

$5,000.00 deposit and balance upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other accessory insurance. Our workers are fully covered by Workmen's Compensation Insurance. $25.00 Return Check Charge. Accounts not paid within terms are subject to 1½% per month past due service charge. Any bills requiring collections customers agrees to pay all court fees, collection fees and attorneys fees. There will be a 30% restocking fee on any cancelled orders or items after the F.T.C. 3 day grace period.

Authorized Signature Mallery A. Cook

Note: This proposal may be withdrawn by us if not accepted within _____ d

Approximate Monthly Payment if Approved _____

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

E-mail Address _____

# PRODUCT INFORMATION SHEET

## Timberline HD® Shingles

*Made To Protect Your Home. Your Story. And Those Of Over 50 Million Of Your Fellow North Americans!*

## PRODUCT INFORMATION

*"Value and performance in a genuine wood-shake look"*

### Timberline HD® Shingles Provide These Unique Benefits:

- **Dimensional Look . . .** Features GAF's proprietary color blends and enhanced shadow effect for a genuine wood-shake look
- **Highest Fire Rating . . .** Class Å fire rating from Underwriters Laboratories
- **High Performance . . .** Designed with Advanced Protection® Shingle Technology, which reduces the use of natural resources while providing excellent protection for your home (visit gaf.com/aps to learn more)
- **Stays In Place . . .** Dura Grip™ Adhesive seals each shingle tightly and reduces the risk of shingle blow-off. Shingles warranted to withstand winds up to 130 mph (209 km/h).[1]
- **Peace Of Mind . . .** Lifetime ltd. transferable warranty with Smart Choice® Protection (non-prorated material and installation labor coverage) for the first ten years[2]
- **Perfect Finishing Touch . . .** Use Timbertex® Premium Ridge Cap Shingles or Ridglass® Premium Ridge Cap Shingles[3]

[1]This wind speed coverage requires special installation; see *GAF Shingle & Accessory Ltd. Warranty* for details.
[2]See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions. The word "Lifetime" refers to the length of coverage provided by the *GAF Shingle & Accessory Ltd. Warranty* and means as long as the original individual owner(s) of a single-family detached residence [or the second owner(s) in certain circumstances] owns the property where the shingles are installed. For owners/structures not meeting the above criteria, Lifetime coverage is not applicable.
[3]These products are not available in all areas. See www.gaf.com/ridgecapavailability for details.

## COLORS/AVAILABILITY

- COLORS: Barkwood, Birchwood, Biscayne Blue, Canadian Driftwood, Charcoal, Copper Canyon, Driftwood, Fox Hollow Gray, Golden Amber, Hickory, Hunter Green, Mission Brown, Oyster Gray, Patriot Red, Pewter Gray, Shakewood, Slate, Sunset Brick, Weathered Wood, White, and Williamsburg Slate
- REGIONAL AVAILABILITY*: Northeast, Southeast, Southwest, West, and Central Areas

*See http://www.gaf.com/Roofing/Residential/Products/Shingles/Timberline/High_Definition for color availability in your area

## APPLICABLE STANDARDS & PROTOCOLS

- UL 790, Class A
- Miami-Dade County Product Control Approved – 130419.04 (Location dependent; contact Technical Services at 800.766.3411)
- Florida Building Code Approved FL10124-R12
- UL 997 modified to 110 mph
- ASTM D7158, Class H
- ASTM D3161, Class F
- ASTM D3018, Type 1
- ASTM D3462
- ICC ESR-1475, ESR-3267**
- Texas Department of Insurance
- CSA A123.5***
- ENERGY STAR® Qualified (White Only) (U.S. Only)
- Title 24 Compliant, CRRC Listed, and Meets Los Angeles Green Building Code (Birchwood, Copper Canyon, Golden Amber, and White Only)

Effective 7/1/08, existing NYC MEA's may be used but are no longer required.

**Obtained ESR 3267 evaluation from ICC Evaluation Services based on compliance with the requirements of AC438, an acceptance criteria established by ICC Evaluation Services to evaluate asphalt shingles that contains performance tests in addition to those required by the building code. (ICC Evaluation Services provides technical evaluations of building products that directly address the issue of code compliance. Building inspectors use these evaluation reports to help determine code compliance and enforce building regulations.)
***Refers to shingles sold in Canada only.

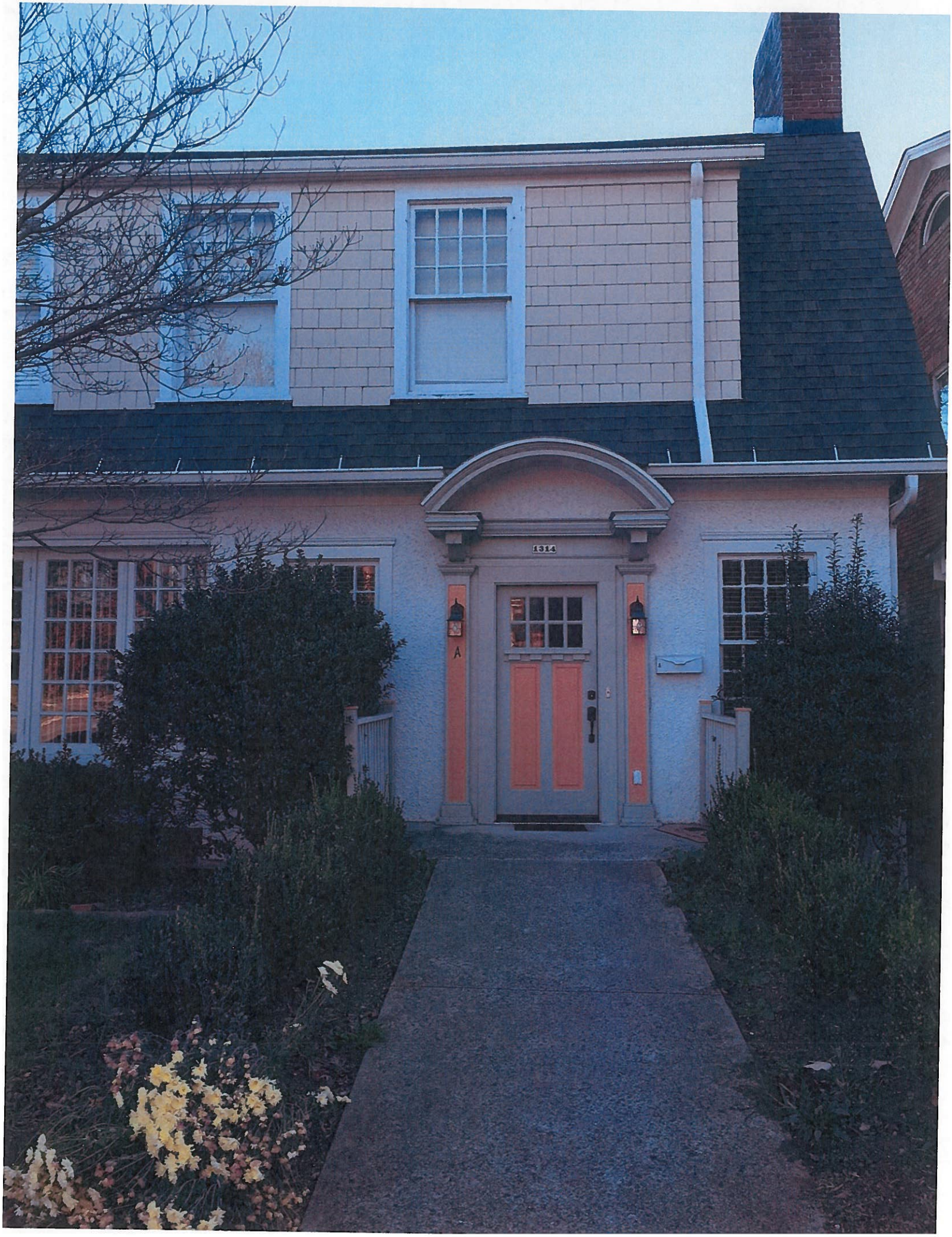
## PRODUCT/SYSTEM SPECIFICS†

- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1,000 mm)
- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 3
- Pieces/Square: 64
- Nails/Square: 256 (384 where 6 nails per shingle is required)††
- StainGuard® Protection: Yes (Location dependent; contact Technical Services at 800.766.3411)
- Hip/Ridge: Timbertex®; Seal-A-Ridge®; Z® Ridge; Ridglass® 8"; Ridglass® 10"
- Starter: ProStart® & WeatherBlocker™

†Refer to complete published installation instructions.
††Required by some local codes and required for enhanced wind coverage on certain products.

## INSTALLATION

Detailed installation instructions are provided on the inside of each bundle wrapper of Timberline HD® Shingles. Installation instructions may also be obtained at www.gaf.com.


1314
A

"North America's #1-Selling Architectural Shingles!"

GAF®

Quality You Can Trust...
From North America's
Largest Roofing Manufacturer!™

# TIMBERLINE®

## LIFETIME HIGH DEFINITION® SHINGLES

gaf.com

Colors at left are in the following sequence:

| | Sunwood | Weathered Wood | Charcoal | Pro Hickory | Hickory | Weathered Green | Mission Brown | Pewter Gray | Patina Green | Weathered Gray | Chateau Green | Slate | Shakewood | Weathered Blue | Weathered Black |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Ultra HD | ● | ● | ● | ● | ● | ● | | | ● | ● | ● | ● | ● | ● | |
| HD | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |

Baltimore, MD, plant service area

2010 V3 (SI-116519)

**TIMBERLINE ULTRA**
LIFETIME HIGH DEFINITION® SHINGLES

Up To **53% Thicker**
Than Standard
Architectural Shingles![1]

Lifet
LTD. WARRA
130 mp

**TIMBERLINE HD®**
LIFETIME HIGH DEFINITION® SHINGLES

**Value And Performance**
In A Genuine Wood-Shake Look

Lifeti
LTD. WARRA
130 mpl

**Shingle Samples Shown:**
**Top Row: HD**
**Middle Row: HD**
**Bottom Row: HD**

GAF **LIFETIME ROOFING SYSTE**

**Now Get:** • A Lifetime ltd warranty on your shingles and all qualifying GAF acces
• Non-prorated coverage for the first 10 years*

**TIMBERTEX®**
Premium Ridge Cap Shingles

***"The Perfect Finishing Touch!"***

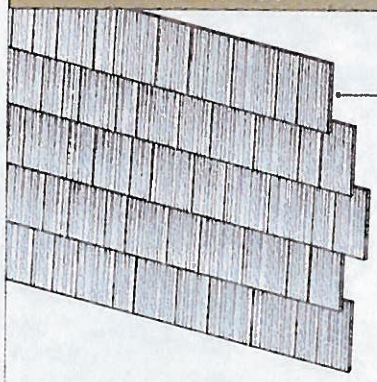
*Color Shown is Shakewood*

Submittal Requirements Checklist

## Primed with Primer/Sealer

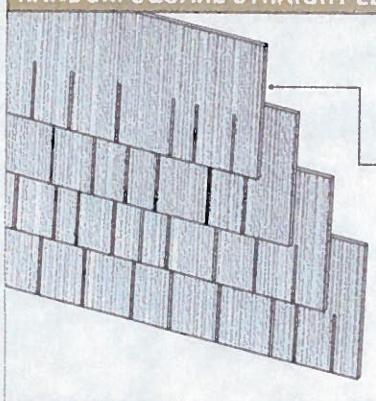
# Shakes

### PERFECTION SHINGLES



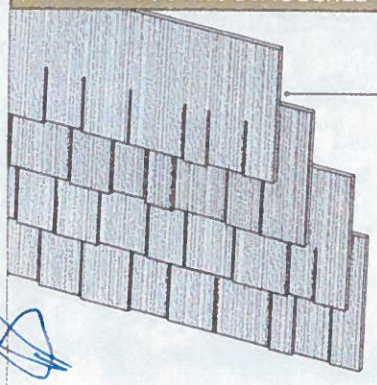
| Sizes | Primer/Sealer Product Codes | Pieces/ Unit | Sq. Ft./ Unit | Sq. Cov./ Unit | Pieces/ Sq. Cov. | Lbs./ Unit‡ | Units/ Truck* |
|---|---|---|---|---|---|---|---|
| 8-1/4" x 12' (7" Exposure) 7/16" thick | 10281/000 | 165 | 1,361 | 11.6 | 14.5+ | 4,593 | 10 |

### RANDOM SQUARE STRAIGHT EDGE



| Sizes | Primer/Sealer Product Codes | Pieces/ Unit | Sq. Ft./ Unit | Sq. Cov./ Unit | Pieces/ Sq. Cov. | Lbs./ Unit‡ | Units/ Truck* |
|---|---|---|---|---|---|---|---|
| 12" x 48" (5" Exposure) | 10326/000 | 120 | 480 | 2 | 60 | 1,208 | 38 |
| 16" x 48" (7" Exposure) 5/16" thick | 10329/000 | 129 | 688 | 3 | 43 | 1,712 | 27 |

### RANDOM SQUARE STAGGERED EDGE



| Sizes | Primer/Sealer Product Codes | Pieces/ Unit | Sq. Ft./ Unit | Sq. Cov./ Unit | Pieces/ Sq. Cov. | Lbs./ Unit‡ | Units/ Truck* |
|---|---|---|---|---|---|---|---|
| 16" x 48" (7" Exposure) 5/16" thick | 10330/000 | 129 | 688 | 3 | 43 | 1,712 | 27 |

*Product weight per truck is limited to approximately 47,000 pounds. Product can be mixed to fill truck, provided weight does not exceed limit.
‡Lbs./Unit is approximate. Weights include pallets and packaging for shipping.
+Rounded up to the nearest half-piece.

### Allura Product Codes for Ordering

The Finish, Style, Size and Color of a product is represented with an 8-digit Code System. Choose Product Code from the chart above.

**Finish Code**
10 - Primer/Sealer

**Product Code**
Style, Size and Texture

10000/000

**Color Code**
Primer/Sealer
Code is 000

# Product Portfolio At-a-Glance

| | Prime/Sealer FINISH | | COLORMAX® FINISHING SYSTEM – ■ SOLID COLORS and ● STAINS | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | FULL UNIT | | FULL UNIT | | | HALF UNIT | | | MICRO UNIT | | | 4-PAK | | |
| | Pieces/ Unit | Sq. Cov./ Unit | SOLID ■ | STAIN ● | Pieces/ Unit | Sq. Cov./ Unit | SOLID ■ | STAIN ● | Pieces/ Unit | Sq. Cov./ Unit | SOLID ■ | STAIN ● | Pieces/ 4-Pak | |
| **SHAKES** | | | | | | | | | | | | | | |
| 8-1/4" Perfection Shingles (7" Exposure) | 165 | 11.6 | ■ | ● | 160 | 11.2 | | | | | ■ | ● | 36 | 2.5 |
| NEW 8-1/4" Perfection Shingles with Shadow Line (7" Exposure) (west region only) | 165 | 11.6 | | ● | 160 | 11.2 | | | | | | ● | 36 | 2.5 |
| Random Square Straight Edge (5" Exposure) | 120 | 2 | ■ | | 120 | 2 | | | | | ■ | | 60 | 1.0 |
| Random Square Straight Edge (7" Exposure) | 129 | 3 | ■ | ● | 129 | 3 | | | | | ■ | ● | 45 | 1.1 |
| Random Square Staggered Edge (7" Exposure) | 129 | 3 | ■ | ● | 129 | 3 | | | | | ■ | ● | 45 | 1.1 |
| Individual Shakes (8" Exposure) | 990 | 5 | | | | | | | | | | | | |
| Half-Rounds (7" Exposure) | 129 | 3 | ■ | | 129 | 3 | | | | | ■ | | 45 | 1.1 |
| Octagons (7" Exposure) | 129 | 3 | ■ | | 129 | 3 | | | | | ■ | | 45 | 1.1 |
| **LAP SIDING** | | | | | | | | | | | | | | |
| 5-1/4" Cedar | 336 | 13.4 | ■ | | 320 | 12.8 | ■ | | 160 | 6.4 | ■ | | 64 | 2.6 | ■ | | 4 |
| 6-1/4" Cedar | 294 | 14.7 | ■ | ● | 280 | 14 | ■ | ● | 140 | 7 | ■ | ● | 48 | 2.4 | ■ | ● | 4 |
| 7-1/4" Cedar | 252 | 15.1 | ■ | ● | 240 | 14.4 | ■ | ● | 120 | 7.2 | ■ | ● | 36 | 2.2 | ■ | ● | 4 |
| 8-1/4" Cedar | 225 | 15.8 | ■ | ● | 220 | 15.4 | ■ | ● | 100 | 7 | ■ | ● | 36 | 2.5 | ■ | ● | 4 |
| 9-1/4" Cedar | 200 | 16 | | | | | | | | | | | | | | | |
| 12" Cedar | 152 | 16.3 | | | | | | | | | | | | | | | |
| 5-1/4" Smooth | 336 | 13.4 | ■ | | 320 | 12.8 | ■ | | 160 | 6.4 | ■ | | 64 | 2.6 | ■ | | 4 |
| 6-1/4" Smooth | 294 | 14.7 | ■ | | 280 | 14 | ■ | | 140 | 7 | ■ | | 48 | 2.4 | | | |
| 7-1/4" Smooth | 252 | 15.1 | ■ | | 240 | 14.4 | ■ | | 120 | 7.2 | ■ | | 36 | 2.2 | | | |
| 8-1/4" Smooth | 225 | 15.8 | ■ | | 220 | 15.4 | ■ | | 100 | 7 | ■ | | 36 | 2.5 | | | |
| 9-1/4" Smooth | 200 | 16 | | | | | | | | | | | | | | | |
| 12" Smooth | 152 | 16.3 | | | | | | | | | | | | | | | |
| **VERTICAL SIDING** | | | | | | | | | | | | | | |
| 4' x 8' Cedar No Groove | 50 | 16 | ■ | | 50 | 16 | ■ | | 25 | 8 | ■ | | 12 | 3.8 | | | |
| 4' x 9' Cedar No Groove | 50 | 18 | | | | | | | | | | | | | | | |
| 4' x 10' Cedar No Groove | 50 | 20 | ■ | | 50 | 20 | ■ | | 25 | 10 | ■ | | 12 | 4.8 | | | |
| 4' x 8' Cedar 8" Groove | 50 | 16 | ■ | | 50 | 16 | ■ | | 25 | 8 | ■ | | 12 | 3.8 | | | |
| 4' x 9' Cedar 8" Groove | 50 | 18 | | | | | | | | | | | | | | | |
| 4' x 10' Cedar 8" Groove | 50 | 20 | ■ | | 50 | 20 | ■ | | 25 | 10 | ■ | | 12 | 4.8 | | | |
| 4' x 8' Smooth | 50 | 16 | ■ | | 50 | 16 | ■ | | 25 | 8 | ■ | | 12 | 3.8 | | | |
| 4' x 9' Smooth | 50 | 18 | | | | | | | | | | | | | | | |
| 4' x 10' Smooth | 50 | 20 | ■ | | 50 | 20 | ■ | | 25 | 10 | ■ | | 12 | 4.8 | | | |
| 4' x 8' Stucco | 50 | 16 | ■ | | 50 | 16 | ■ | | 25 | 8 | ■ | | 12 | 3.8 | | | |
| 4' x 9' Stucco | 50 | 18 | | | | | | | | | | | | | | | |
| 4' x 10' Stucco | 50 | 20 | ■ | | 50 | 20 | ■ | | 25 | 10 | ■ | | 12 | 4.8 | | | |
| **PORCH CEILING PANEL** | | | | | | | | | | | | | | |
| 4' x 8' Cedar | 50 | 16 | | | | | | | | | | | | |
| 4' x 8' Smooth | 50 | 16 | | | | | | | | | | | | |

## ■ SOLID COLORS

615 Autumn Red
029 Sable Brown
019 Heartstone
016 Suede
617 Taupe
018 Nantucket Gray
042 Cypress
614 Olive
047 Forest
027 Pacific Blue
614 Coastal Blue
097 Flagstone
613 Pewter
034 Granite Gray
068 Natural Clay
059 Savannah Wicker
618 Marigold
055 Light Maple
007 Desert Tan
602 Linen
033 Sterling Gray
031 Snow

## ● STAINS

523 Cedar
524 Maple
521 Mahogany
522 Redwood
525 Slate
526 Emerald

Not all profiles and sizes are available in solid colors or stains.
Colors shown are as accurate as printing methods will permit.

# allura™

*Brought to you by Plycem USA, Inc.*

## CONFIDENCE THAT LASTS

COOK SIDING & WINDOW
301 Kessler Mill Road
Salem, VA 24153
540-389-6104
800-769-2040

## 2014 Product Catalog

**1316 Second Street, S.W. (Official Map No. 1030704)**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

**Subject:** **706 Campbell Avenue, S.W. (Official Map No. 1113203)**
Request from Local Office on Aging, Inc., represented by Al Williamson with Blue Ridge Sign and Stamp, to replace existing wood sign above the concrete steps at the intersection of Campbell Avenue, S.W. and 7th Street, S.W. with two new single faced, freestanding, high density urethane signs with 6" by 6" wooden posts, one along Campbell Avenue, S.W., and the other along 7th Street S.W.

**Background:**

The subject property is located within the Old Southwest Historic Overlay District (H-2) and new signs require a review and approval by the ARB prior to obtaining a permit.

The applicant is proposing to remove an existing freestanding sign, currently located near the Northeast corner of the property, and install two new freestanding signs along Campbell Avenue, S.W, and along 7$^{th}$ Street, S.W. The proposed signs are one-sided, 72" wide by 46" tall at 58" above grade consisting of a faux wood grain routed background on high density urethane attached and supported by two wooden posts.

The signs will have a forest green background with navy blue and white lettering and logos. The posts are proposed to be pressure treated wood, painted white, with urethane caps and PVC crown molding accents.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following on freestanding signs:

*Types of Signs*

- Check local zoning restrictions regarding the number, size, location, and lighting of signs in residential and commercial areas.

  ***The property is located within the Downtown (D) zoning district with over 145 feet of lot frontage along Campbell Avenue, S.W., and over 165 feet along 7th Street, S.W. Per the City Code Section 36.2-668, the property is entitled to have one freestanding sign along each street frontage at 0.5 square feet of sign area per linear feet of lot frontage. Therefore, a maximum of 72.5 square feet of freestanding sign along Campbell Avenue, S.W, and a maximum of 82.5 square feet of freestanding sign along 7th Street, S.W., are allowed each at a maximum height of 6 feet.***

  ***The proposed signs are 24 square feet each, at an approximate height of 58" inches above grade, and are consistent with this requirement.***

- Use a sign only to identify a business or professional office by name, not to advertise its range of products or services. Signs should be understated to avoid detracting from the overall residential character of the district.

  ***The proposed signs identify the business at this location by name and do not advertise the range of products or services. The subject site is surrounded by commercial properties along Campbell Avenue, S.W., and the proposed signs do not detract from the overall character of the historic district.***

- Use a sign panel that is freestanding or attached to a building. Appropriate types include:
  - wall signs - attached to the exterior wall,
  - hanging signs - hung from a metal bracket or porch lintel,
  - low (3' high or less) freestanding signs, and tall (4'-6' high) freestanding signs.

  ***The propose signs are consistent with this statement. They would be considered as tall freestanding signs.***

*Location*

- Signs may be located either on the building's façade or freestanding in front yards….. Freestanding signs in front yards are also appropriate for buildings which are set back a significant distance from the street. In most cases, a low, freestanding sign is the most appropriate type.

  ***The freestanding signs are 58" in height, proposed to be placed in front yard. The subject site is developed with a building that is set back a distance from Campbell Avenue, S.W., and the subject property is surrounded by commercial properties along Campbell Avenue, S.W. Therefore, the proposed signs are consistent with the above-mentioned statement.***

*Design and Shape*

- Signs should be compatible with the character of the building in their use of materials, size, and color, as well as location.

  ***The existing building is a 2 ½ -story structure. The proposed freestanding signs are compatible with the color and location mentioned-above.***

- The scale of signage should be dictated by the building that it serves.

  ***The proposed sign would be in scale with the existing 2 ½ -story building and other buildings on the adjacent properties.***

- Keep the sign design simple in background, colors, lettering, and mounting structure.

  ***The proposed freestanding signs are consistent with the above statements.***

- Freestanding signs are most attractive when designed as a single, central post with a decorative wrought-iron frame supporting a flat, painted sign panel. Other designs include a painted sign panel supported by two flanking, painted wood posts, or a single wood post with a cantilevered arm supporting a hanging sign.

  ***The proposed freestanding signs include two painted wood posts and are consistent with the above statement.***

- Use plantings at the base of freestanding signs to integrate them into the streetscape.

  ***Appropriate plantings are proposed for the new signs at grade.***

*Materials*

- Use appropriate but durable materials and details for signs, such as:
  - marine-grade exterior plywood, with banded or sealed edges,
  - iron or pressure-treated wood posts,
  - masonry (for low freestanding signs), and all non-masonry elements primed and painted.

  ***The freestanding signs are consisting of faux wood grain routed background on high density urethane supported by wood posts. Although the materials of the proposed signs are not listed in the above-mentioned list of material, the signs would have a wood grain appearance consistent with the appearance of the recommended materials mentioned above. However, wooden crown molds should be used instead of the proposed PVC crown molds.***

- Choose material sizes, such as for sign posts, typical of other building details. Do not assume an item is the proper size for your application just because it is readily available.

  ***The size and material of the signs, supported by wood posts are consistent with the above statement.***

*Color and Lettering*

- Relate the colors of the sign to those of the building. Sign colors need not match architectural paint colors but they should be complementary. Wood posts should match the color of porch columns or corner boards.

  ***The building has a beige color brick façade with white color trims, and the color of the proposed signs would complement the building color.***

- Choose simple lettering that is:
  - easy to read in terms of size and style,
  - appropriate to the character of the business, and
  - compatible with the character of the building.

  ***Simple letterings compatible with the building characters are proposed.***

- Do not use more than three colors on any one sign, unless the design is in character with the building.

  ***Three colors are proposed for the sign at this location.***

**Staff Comments:**

The proposed freestanding signs comply with the zoning regulations in terms of setbacks, sizes and heights. The signs are not proposed to be internally/externally illuminated. The proposed signs are consistent with the H-2 Design Guidelines, except for the PVC crown molds as the post caps. Staff recommends approval of the two signs with a condition to use wooden crown molds instead of PVC crown molds.

Parviz Moosavi, ARB Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

ROANOKE

Date of Application: 11/17/2016

Site Address: 706 Campbell Avenue SW

RECEIVED
NOV 16 2016
CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

**Property Owner:**

Name: Local Office on Aging, Inc.

Address: P. O. Box 14205

City: Roanoke State: VA Zip Code: 24038

Phone Number: +1 (540) 345-0451 E-Mail: Hokieman@loaa.org

**Owner's Representative (if applicable):**

Name: Blue Ridge Sign and Stamp Co.

Address: 6446 Peters Creek Road

City: Roanoke State: VA Zip Code: 24019

Phone Number: +1 (540) 777-5456 E-Mail: al@signandstamp.com

Application Prepared By: Al Williamson

**Current Use:** ☐ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☒ Commercial

**If Commercial, Describe Use:** Office

**Project Type:** ☐ Roof ☐ Porch ☐ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☒ Other: Install new signs on 2 frontages.

***PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

**Acknowledgement of Responsibility:** I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Ronald D Bar Date: 11/16/16

*Section Below to be Completed by Staff*

Certificate Number:

Tax Parcel Number: 1113203

Base Zoning District: D / H-2

Approval By: ☑ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

☐ Building Permit ☐ Other _____

Agent, Architectural Review Board: Date:

Member, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

ROANOKE

Site Address: 706 Campbell Avenue SW

Property Owner: Local Office on Aging, Inc.

Project Description:

Remove existing wood sign above the concrete steps at the intersection of Campbell and 7th street.

Install 2 single faced signs, one for each frontage as shown on the attached site plan.

Signs are dimensionally routed with faux wood grain into high density urethane and painted per the elevation drawings. The logo element is applied directly to the sign face using digitally printed exterior grade vinyl and covered with a UV Laminate.

Sign posts are pressure treated 6 x 6 posts with urethane caps and PVC crown molding all painted white.

Additional information to be submitted:

☐ Photographs ☒ Site Plan ☒ Elevation Drawings ☐ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

# H-2, Historic Neighborhood Overlay District

# Submittal Requirements Checklist

Submit by Email | Print Form

ROANOKE

The following must be submitted for **all** applications:

- ☒ A *completed* application form and checklist. Applications will be deemed incomplete without owner signature.
- ☐ A brief project description of work including how the proposed architectural or site alterations are consistent with the ARB Guidelines for the subject Historic District. If historic materials are being replaced rather than repaired, please provide justifications.
- ☒ Photographs showing the current conditions of the specific project site.

For **windows, doors, roofs and porches,** the following must be submitted:

- ☐ Scaled elevation drawings showing proposed alteration. If proposing to return building to an earlier appearance, please provide supporting documentation for the request (i.e. historic photograph).
- ☐ Photograph, sample or catalog picture of proposed building material.

For **walls and fences,** the following must be submitted:

- ☐ Site plan showing the proposed location of the fence.
- ☐ Photograph or elevation drawing of fence design.
- ☐ Sample, photograph or catalog picture of proposed material.

For **new construction,** the following must be submitted:

- ☐ Site plan, including property lines, roadways, footprint of buildings and structures, paving etc.
- ☐ Scaled elevation drawings of all sides of proposed building/addition.
- ☐ Samples, photographs or catalog pictures of building materials.

For **parking/paving,** the following must be submitted:

- ☐ Site plan showing proposed location of new paving surface.
- ☐ Photograph, sample or catalog picture of proposed building material.

For **signs,** the following must be submitted:

- ☒ Freestanding: A site plan showing the proposed location of the sign
- ☐ Building Mounted: Photograph or scaled drawing of elevation on which the proposed sign will be located.
- ☒ Photograph or scaled drawing of the proposed sign, identifying materials, color, lettering (size and style), and wordage.
- ☐ Specifications of sign brackets, mounting hardware and lighting, if applicable.

For **demolition,** the following must be submitted:

- ☐ Justification for demolition, including structural evaluation and cost estimates for rehabilitation.

For **other items,** please refer to a like category.

**Note: If applying by e-mail please include the above items as an attachment.*


Department of Planning Building and Development
Room 166, Noel C. Taylor Municipal Building
215 Church Avenue, S.W.
Roanoke, Virginia 24011
Phone: (540) 853-1730 Fax: (540)853-1230

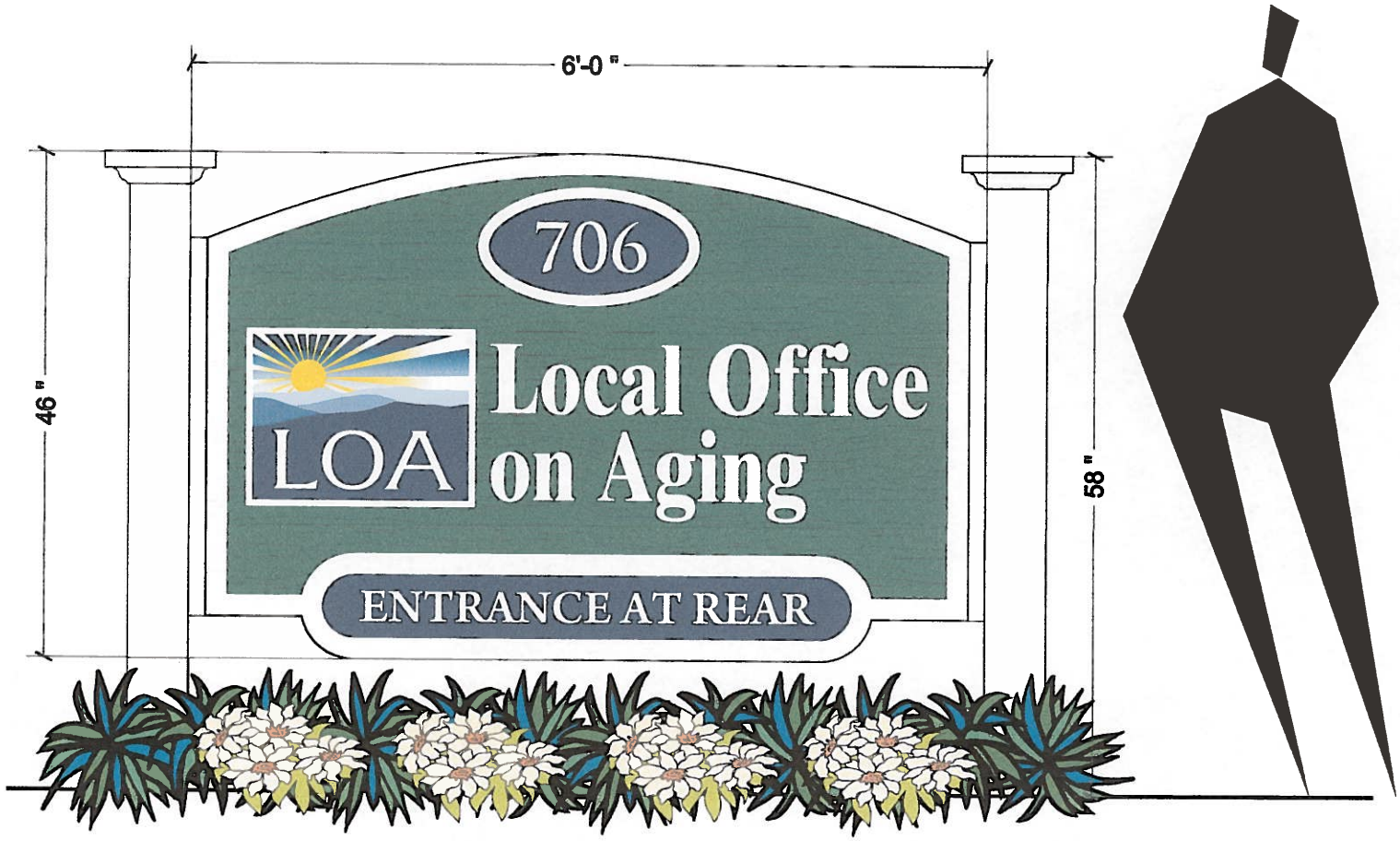
ARB Agent
Jillian Papa, City Planner II
Phone: (540) 853-1522
E-mail: jillian.papa@roanokeva.gov


*Please remember...*

The COA does not relieve the property owner from the responsibility of obtaining any other required permits. A copy of the Certificate must be submitted to the Development Assistance Center (DAC) for permitting. For more information contact the DAC at 853-1090. It is strongly suggested that you do not order or purchase any materials until ARB approval and required City permits are obtained.

**Proposed Signs Parallel to Campbell and Seventh Street SW**

**SALES:**




Quantity 2- Single Faced Faux Wood Grain Routed Background on High Density Urethane
Background Forest Green/ Background in capsules Navy Blue/ Lettering White/ Logo- Digital Print w/ Laminate
Posts are treated 6 x 6 painted white with Urethane Caps and PVC Crown molding accents.


blue ridge SIGN & STAMP

**Blue Ridge Sign & Stamp**
**6446 Peters Creek Road**
**Roanoke, Va. 24019**
**V-540.777.5456 F-777.5457**
**www.signandstamp.com**


Print Page Size 8.5" x 11" Landscape

| | |
|---|---|
| File: | LOA Proof 01 |
| Client: | LOA |
| Date: | 11/14/16 |
| Sheet: | |
| Scale: | 3/4"=1'-0" |

SPECIFICATIONS:
Qty:
Sq.Ft:
Dim:
Faces:
Substrate:

Colors:

Notes:

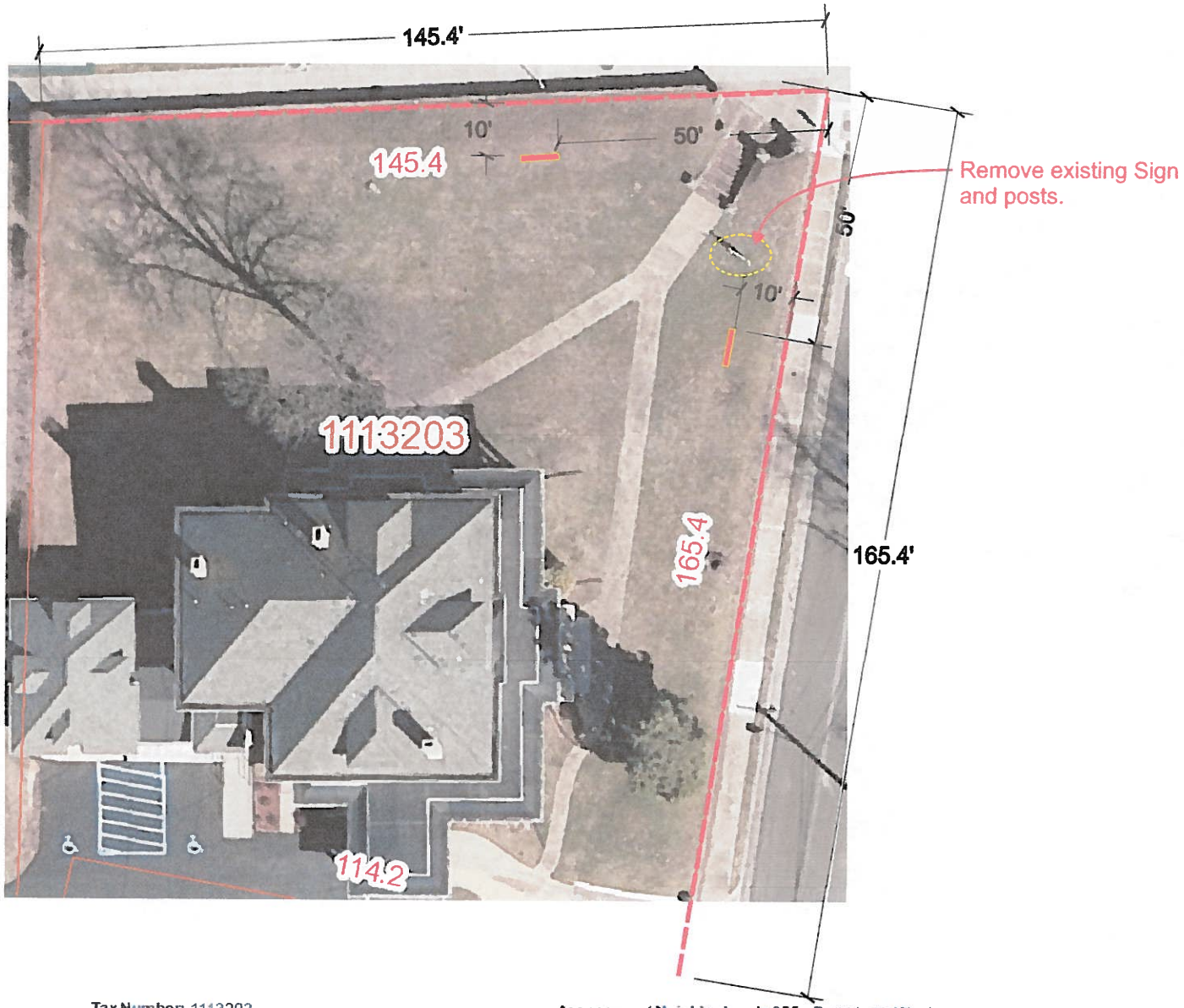
**APPROVAL**
Please Check Carefully!
Production Will Not Begin Until Signed Approvals Are Returned

☐ As Shown ☐ With Changes Noted ☐ Revise and Resubmit

By: _____ Date: _____


The design and/ or artistic concept for this drawing is the intellectual property of Blue Ridge Sign & Stamp and may not be duplicated without permission for any reason. It is provided for the sole purpose of evaluating proposals by Blue Ridge Sign & Stamp. Any other use is a violation of United States Copyright Law.

Scale: 1"=30'




**Tax Number:** 1113203
**Address:** 706 CAMPBELL AVE SW
**Owner1:** LOCAL OFFICE ON AGING INC
**Owner2:**
**Mailing Label:** PO BOX 14205
ROANOKE, VA 24038
**Legal Description:** LOT 1 HUFF MAP

**Assessment Neighborhood:** 855 - Downtown West
**Property Area:** 0.4921 Acres
**Property Use:** 458-COMM/INDUST-OTHER
**Zoning:** D
**Sq. Footage:** 21437
**Property Frontage:** 145
**Property Avg. Depth:** 154.00

blue ridge SIGN & STAMP

Al Williamson
540-777-5456
al@signandstamp.com

## Proposed Approximate Sign Locations on Site: 1/4"=1'-0"

Campbell Avenue View

7th Street View

## Existing Directional on 7th Street- Scale 1/2"=1'-0"

Height 27"

Message area= 13" x 33" = 3 SF
(less than 4 SF)

Height less than 4'

blue ridge SIGN & STAMP

Al Williamson
540-777-5456
al@signandstamp.com

**706 Campbell Ave., S.W. (Official Map No. 1113203)**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **128 Campbell Avenue, S. E. (Official Map No. 4010508)**
Request from Western Virginia Foundation for the Arts and Science, represented by Jordan Winfield, to install an exterior projecting sign on column with a decorative metal bracket for the new business.

**Background:**

The subject property consists of a three-story historic structure, previously known as Shenandoah Hotel, located in the Roanoke Downtown Historic District (H-1), The structure is currently occupied by the Roanoke Orchestra at the Southeast corner and a vacant space at the ground level with offices above. All exterior building alterations, including signs, are required to be reviewed and approved by the ARB, prior to obtaining appropriate permits.

The applicant is proposing a new, projecting sign, for a new the business to occupy the vacant space at the ground level of the building. The proposed sign will be made of two pre-painted 0.012” thick aluminum panels 24” tall by 24” wide with a solid polyethylene core and laminated digital prints applied. The sign will have a white color background with different gray tone color logo and letterings. The proposed sign will be rigidly attached to a decorative black color metal bracket, as per the submitted application.

Based on the Code of Virginia (1950), as amended, Section 15.2-2010, the city Manager reserves the right to cause any encroachment on or over public property by any sign, marquee, awning, canopy, fire escape, cornice, bay window, clock, thermometer or other appendage to be discontinued at any time for good cause and at the expense of the then owner of the encroaching projection. Therefore, the applicant must secure such requirement for the sign.

**Findings:**

The H-1 Architectural Design Guidelines recommend the following:

Downtown commercial signs reflect the slower pace of downtown traffic and pedestrians in contrast to their large, brightly colored, and illuminated counterparts found along a commercial strip. Downtown signs generally are smaller and sometimes more highly detailed.

***The proposed sign is 4 square feet in size and reflects the slower pace of downtown traffic.***

Signs add identity and vitality to commercial buildings, but large, numerous, or poorly designed signs can produce visual clutter. Attractive and effective signs require equal design consideration to other façade improvements.

***The proposed sign is in pedestrian scale and is in keeping with the existing signs within the Downtown (H-1) Historic District. The proposed sign would not produce visual clutter.***

*IMPORTANT CONSIDERATIONS*

Signs are most effective when they are kept simple and easy to read. Signs are generally meant to advertise or identify a particular business, not upstage or overwhelm an entire building. Many of the features of a traditional storefront provide an opportunity for commercial signage.

- Choose one or more sign types that are visible to both motorists and pedestrians.

  ***The proposed sign would be visible to both motorists and pedestrians.***

*Types of Signs*

- Hanging or projecting sign:
  Double-sided panel (total sign area equals twice face area); generally the most visible to motorists and pedestrians.

  ***The sign is proposed to be double sided aluminum composite panels consisting of two pre-painted aluminum sheets bonded to a solid polyethylene core. The proposed sign is a square-shape, 24" wide by 24" tall, attached rigidly to a decorative metal bracket and is not proposed to be illuminated***.

*Number and Size*

- Check the city zoning requirements on the number and size of signs.

  ***The property is zoned "D" and the City Codes allows 32 square feet of sign, plus an additional one square foot of sign for each linear feet of building or store front over 32 linear feet. The proposed sign does comply with the zoning requirements. However, an encroachment permit would be required for the proposed projecting sign.***

- Do not exceed one square foot of total sign area per linear foot of building frontage for all uses in any commercial building.

  ***The existing building has 100 feet of building frontage along Campbell Avenue S.E., entitling the building to have a total of 100 square feet of building sign and logo. The proposed projecting sign is 4 square feet.***

- Limit the number of signs for each storefront or ground-floor business in a building to two, with not more than one sign considered the primary sign.

  ***Only one building (projecting) sign is proposed for the new business along Campbell Avenue, S.E.***

- *Logo signs are appropriate for downtown businesses.*

  ***The proposed sign includes a logo for the new business.***

*Color*

- Choose simple color schemes for signs using no more than three colors that relate to the overall color scheme of the building.

  ***The proposed projecting signs consist of a white color background with different tones of gray color logo and letterings.***

*Lettering*

- Choose simple lettering for commercial signs that is:
  • easy to read,
  • appropriate to the character of the business , and
  • compatible with the architecture of the building.

***The proposed sign include simple lettering and is consistent with the H-1 Design Guidelines.***

*Attachment*

- Attach signs to buildings inconspicuously and in a manner that will do the least permanent damage to building materials.

  ***The proposed projecting sign is attached to a decorative metal bracket painted black anchored to the building façade causing minimum damage to the building façade.***

**Staff Comments:**

The plans submitted include a proposed sign that is consistent with the H-1 Design Guidelines. Therefore, staff recommends approval of the application as proposed.

Parviz Moosavi, ARB Agent

H-1, Historic Downtown Overlay District

# Application for Certificate of Appropriateness

RECEIVED
NOV 17 2016
CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

Date of Application: Nov 17, 2016

Site Address: 128 Campbell Ave SE Roanoke, 24011

**Property Owner:**

Name: Western Virginia Foundation For the Arts and Sciences / Center in the Square

Address: 1 Market St, SE

City: Roanoke State: VA Zip Code: 24011

Phone Number: 540 342 5701 E-Mail: jsears@centerinthesquare.org

**Owner's Representative (if applicable):**

Name: Jordan Winfield

Address: 1758 Connors Run

City: Salem State: VA Zip Code: 24153

Phone Number: +1 (540) 355-7037 E-Mail:

Application prepared by:

**Project Type:** ☐ Painting ☐ Lighting ☐ Awnings and Canopies ☐ New Construction ☒ Signs ☐ Windows and Doors ☐ Storefront ☐ Roof, Cornice or Parapet ☐ Demolition ☐ Other:

*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

**Acknowledgement of Responsibility:**

I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: James C. Sears Date: 11/17/16

*Section Below to be Completed by Staff*

Certificate Number:

Approval By: ☑ ARB ☐ Agent

Tax Parcel Number: 4010508

Other approvals needed: ☐ Zoning Permit ☐ BZA/Planning Commission ☐ Building Permit ☐ Other

Base Zoning District: D/H-1

Agent, Architectural Review Board: Date:

Member, Architectural Review Board: Date:

H-1, Historic Downtown Overlay District

# Detailed Project Description

Site Address: 128 Campbell Ave SE Roanoke, VA 24011

Property Owner: Jim Sears

Project Description: Exterior Hanging Sign on Column w/ Studio I Do logo on hanging bracket. (See attached images for measurements and design)

Additional information to be submitted:

☒ Photographs ☐ Site Plan ☒ Elevation Drawings ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

Studio I Do - Exterior Sign.pdf

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Starred
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Drafts (10)
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rdan Winfield
tan@studioido.co

Show deta

all the rage

# STUDIO

*i do!*

BRIDALS

Dibond.pdf

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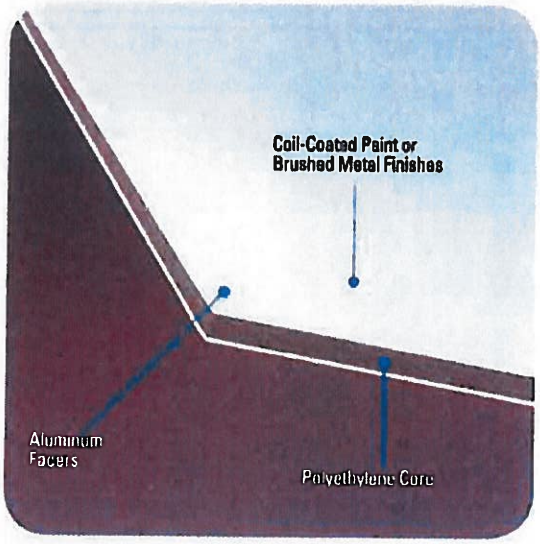
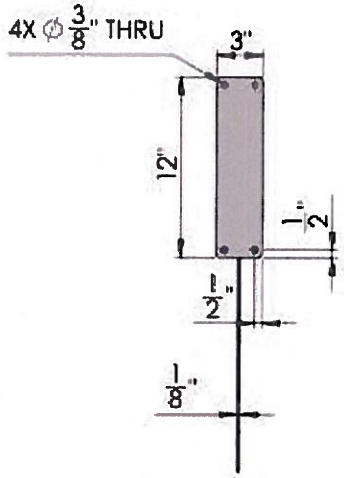


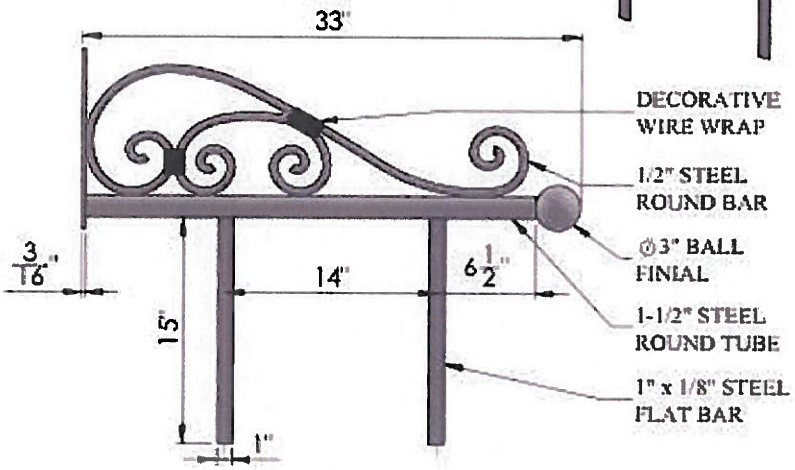

**ALUMINUM COMPOSITE MATERIAL (ACM) FAMILY**

- **Dibond®** has been the industry's leading ACM for more than 15+ years. It is comprised of two pre-painted sheets of .012" aluminum with a solid polyethylene core.

- Flattest panel on the market
- Superior surface protects expensive digital and screen-printed graphics
- Provides excellent durability in outdoor applications
- Won't bow or oil can
- Approximately one half the weight of a solid aluminum sheet




**SIDE VIEW**




**FRONT VIEW**

Date: 05/2015
Scale: NTS
CB:
Order#:

Content: 33" Classic Sign Bracket with Mounting Bars
PN: 377B-33-MTG
Color/Finish: Textured Black Powder Coat
Customer Approval: _____

Design by Sign Bracket Store. All visual representations and designs are the intellectual property of Sign Bracket Store and protected under copyright law. Any duplication of this design is in direct violation of the law and will result in legal action. © Copyright 2008-2015

SIGN BRACKET STORE
T: 888-919-7446 F: 760-603-0812

# 33" Classic Sign Bracket with mounting bars

| | |
|---|---|
| Code: | 377B-33-MTG |
| Price: | $179.85 |
| Availability: | Usually ships in 2-3 weeks |
| Dimensions: | 33" Length, 3x12" back-plate, 1x15" mounting tabs/bars **Installation Hardware Not Included** |

Qty: 1 ADD TO CART

Product Specifications PDF

Click to enlarge

Description | **Dimensions**

33" Length, 3x12" back-plate, 1x15" mounting tabs/bars
**Installation Hardware Not Included**

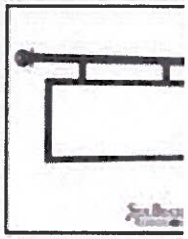
You May Also

Montamar Chann Brackets

Price: $199.8

36" Palisades Light Bracket Kit

Price: $369.8



Bel Forte Sign Brac Framed (non-swi Sign.

Price: $199.9

128 Campbell Ave SE (Google Street View 2015)

128 Campbell Ave SE (Google Street View 2008)

**128 Campbell Ave, S. E. (Official Map No. 4010508)**

**AGENDA ITEM III. A.**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

**Subject: 1017 2nd Street, S.W. (Official Tax Map No. 1022210)**
Request from Land Barons, LLC, represented by Dinah Ferrance, to replace the existing freestanding double-sided wooden sign with a new 28" tall by 64.5" wide double-sided medium density panel (MDO) board attached to two 4" by 4" painted wooden posts having wooden post toppers.

**Background:**

The subject property is located within the Old Southwest Historic Overlay District (H-2) and new signs require a review and approval by the ARB prior to obtaining a permit.

The applicant is proposing to replace an existing 64" wide by 26" high, double-sided freestanding wood sign supported by two wooden posts with a new 64.5" wide by 28" high, double-sided, freestanding sign consisting of ½" thick, medium density overlay panel (MDO) board, hung by painted L-brackets, attached and supported by two 4" by 4" wood posts having white, painted wooden ball post toppers.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following on freestanding signs:

*Types of Signs*

- Check local zoning restrictions regarding the number, size, location, and lighting of signs in residential and commercial areas.

  ***The property is located within the Mixed Use (MX) zoning district with a 100 feet of lot frontage. Per the City Code Section 36.2-668, a maximum of one freestanding sign at no more than 50 square feet of sign area and a maximum height of 6 feet is allowed on the property. The proposed sign is consistent with this requirement at 12.54 square feet of sign area and at 5 feet in height.***

***Based on the ARB bylaws, staff is authorized to review and sign off on sign board replacement proposals and there would be no sign permit required; however the applicant is proposing to replace the entire sign and use a different material.***

- Use a sign only to identify a business or professional office by name, not to advertise its range of products or services. Signs should be understated to avoid detracting from the overall residential character of the district.

  ***The proposed sign identifies the new business by name and does not advertise the range of products or services. It does not detract from the overall residential character of the historic district.***

- Use a sign panel that is freestanding or attached to a building. Appropriate types include:
  - wall signs - attached to the exterior wall,
  - hanging signs - hung from a metal bracket or porch lintel,
  - low (3' high or less) freestanding signs, and tall (4'-6' high) freestanding signs.

  ***The proposed sign is consistent with this statement.***

*Location*

- Signs may be located either on the building's façade or freestanding in front yards. Freestanding signs in front yards are also appropriate for buildings which are set back a significant distance from the street. In most cases, a low, freestanding sign is the most appropriate type.

  ***The freestanding sign, proposed to replace the existing sign in front yard, is approximately 5 feet in height. The existing sign to be replaced is not considered a low, freestanding sign.***

*Design and Shape*

- Signs should be compatible with the character of the building in their use of materials, size, and color, as well as location.

  ***The existing building is a 1-½ story structure. The proposed replacement sign is compatible with the color and location mentioned above. The proposed sign replaces an existing freestanding sign of the same height and configurations.***

- The scale of signage should be dictated by the building that it serves.

  ***The subject site includes a 1-½ story structure. The proposed sign is exactly the same size as the existing sign that is larger than other existing signs on the adjacent properties and those across the street within the same city block.***

- Keep the sign design simple in background, colors, lettering, and mounting structure.

  ***The proposed freestanding sign is consistent with the above statements.***

- Freestanding signs are most attractive when designed as a single, central post with a decorative wrought-iron frame supporting a flat, painted sign panel. Other designs include a painted sign panel supported by two flanking, painted wood posts, or a single wood post with a cantilevered arm supporting a hanging sign.

  ***The proposed freestanding sign includes a painted rectangular MDO sign board supported by two wood posts using four painted L-brackets.***

- Use plantings at the base of freestanding signs to integrate them into the streetscape.

  ***Moderate planting exists at the base of the existing freestanding sign.***

*Materials*

- Use appropriate but durable materials and details for signs, such as:
  - marine-grade exterior plywood, with banded or sealed edges,
  - iron or pressure-treated wood posts,
  - masonry (for low freestanding signs), and all non-masonry elements primed and painted.

  ***The proposed new freestanding sign board consists of a ½" thick medium density overlay wood panel with painted edges. Two wooden posts with round wood toppers are proposed to be painted to protect them from decaying, however the proposed sign board does not include banded or sealed edges.***

- Choose material sizes, such as for sign posts, typical of other building details. Do not assume an item is the proper size for your application just because it is readily available.

  ***The proposed new sign replaces an existing wooden sign of the same size.***

*Color and Lettering*

- Relate the colors of the sign to those of the building. Sign colors need not match architectural paint colors but they should be complementary. Wood posts should match the color of porch columns or corner boards.

  ***The building has a white primary color and the sign is proposed to have a white background. The other two colors used on the new proposed sign would complement the building color.***

- Choose simple lettering that is:
  - easy to read in terms of size and style,
  - appropriate to the character of the business, and
  - compatible with the character of the building.

  ***Simple lettering, compatible with the building character, is proposed for the sign***.

- Do not use more than three colors on any one sign, unless the design is in character with the building.

  ***Three colors are proposed for the new sign that would replace and match the existing sign.***

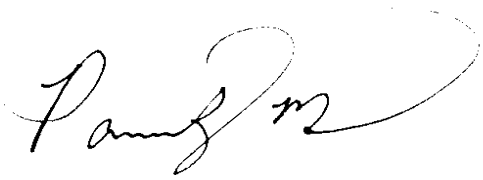
**Staff Comments:**

The proposed freestanding sign complies with the zoning regulations in terms of setbacks, size, and height. The proposed sign is not internally or externally illuminated.

The existing building on the subject site is a *1-½ story* structure. The proposed replacement sign is compatible with the color and location, as mentioned in the report.

The proposed new freestanding sign board consists of a ½" thick medium density overlay wood panel with painted edges. Two wooden posts with round wood toppers are proposed to be painted to protect them from decaying; however the proposed sign board does not include banded or sealed edges.

Staff recommends approval of the proposed sign with a condition to provide a banded or sealed edge for the top and bottom of the sign board to prolong its life.



Parviz Moosavi, ARB Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

Date of Application: 8/17/16

Site Address: 1017 2nd St. S.W.

Property Owner:

Name: Land Barons LLC

Address: PO Box 34

City: Roanoke State: Va Zip Code: 24002

Phone Number: 540-353-0210 E-Mail: dlferrance@cox.net

Owner's Representative (if applicable):

Name: Dinah Ferrance

Address: 402 Day Ave SW

City: Roa State: Va Zip Code: 24016

Phone Number: 540-353-0210 E-Mail: dlferrance@cox.net

Application Prepared By: Dinah Ferrance

Current Use: ☐ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☒ Commercial

If Commercial, Describe Use: Offices

Project Type: ☐ Roof ☐ Porch ☐ Windows and Doors ☐ New Construction ☒ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☐ Other:

***PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Dinah L Ferrance Date: 8/17/16

*Section Below to be Completed by Staff*

Certificate Number:

Tax Parcel Number:

Base Zoning District:

Approval By: ☐ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

☐ Building Permit ☐ Other _____

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 1017 2nd. St. S.W.

Property Owner: Land Barons, LLC

Project Description:

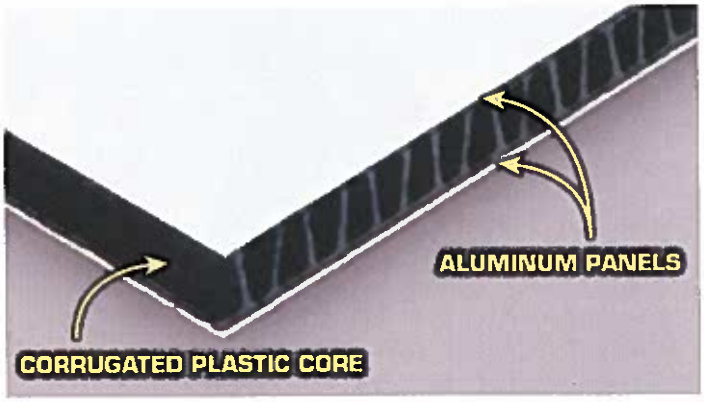
Project Consists of **replacement of current sign** which, as can be seen in the attached photo, is looking dilapidated. The current sign consists of wood posts, and a wood sign board with applied decals.

The new sign will appear similar to the old. However, some of the materials used will be different, as well as some of the dimensions.

**Materials:**

The new wood posts will have post caps and will be sheathed in plastic sleeves. The sign board will be ¼" Alumalite with the graphics digitally printed on the Alumalite.

***Graphic from internet of composition of Alumalite***




**Dimensions:**

The current sign board, from the inside of one post to the inside of the other, is 64" wide. It is 26" high and 24" off the ground, for a total height of 50".

The new sign board will be 64.5 "wide, and 34 " high. It will be approximately 27" off the ground, so the sign's overall height will be 61" high. The increase in the sign's height is to include "Parking In Rear" at the top of the sign. The increase in the height off the ground is to prevent the sign being obscured by the bushes which grow below it.

Additional information to be submitted:

☑ Photographs ☐ Site Plan ☐ Elevation Drawings ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

Current Sign: 1017 2nd. St. SW

**H-2, Historic Neighborhood Overlay District**

# Detailed Project Description

**Site Address:** 1017 2nd St., SW

**Property Owner:** Land Barons, LLC

**Project Description:**

Project Consists of **replacement of current sign** which, as can be seen in the attached photo, is looking dilapidated. The current sign consists of wood posts, and a wood sign board with applied decals.

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**Materials:**

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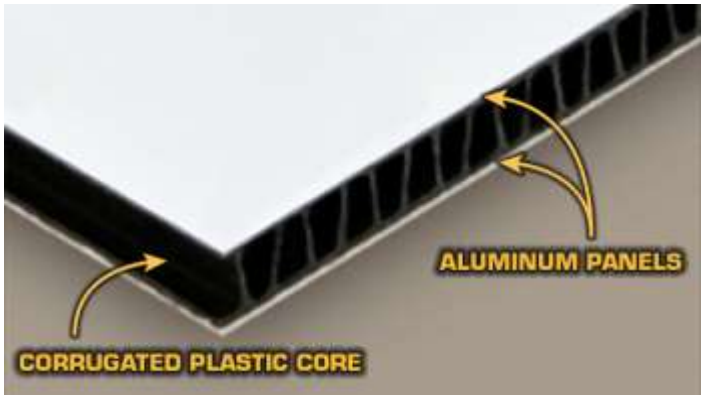
***Graphic from internet of composition of Alumalite***

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The new sign board will be 64.5 "wide, and 34 " high. It will be approximately 27" off the ground, so the sign's overall height will be 61" high. The increase in the sign's height is to include "Parking In Rear" at the top of the sign. The increase in the height off the ground is to prevent the sign being obscured by the bushes which grow below it.

**1017 2nd Street, S.W. (Tax Map No. 1022210)**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **634 Marshall Avenue, S.W. (Official Tax Map No. 1120209)**
Request from 634 Marshall, LLC, represented by Cesar Dominguez to replace all existing wood window sashes with new wood window sashes.

**Background:**

The subject site is an interior lot consisting of a 2-½ story multi-family residential structure, located within the Historic Neighborhood Overlay District (H-2). All exterior alterations are subject to a review and approval by the ARB prior to a permit being submitted to the City Permit Center.

On November 10, 2016, the applicant presented a COA application to the ARB for a review and approval of a request to replace the existing windows on the structure (see attached staff report). The COA application was amended at that meeting by the applicant to include replacing the front door and a rear door. The amended application was partially approved, excluding the replacement of the windows. The proposed window replacement portion of application was continued allowing the applicant to provide sufficient evidence and photos related to the current condition of the windows justifying their replacements.

On December 1, 2016, the applicant provided photos of the windows documenting the existing conditions requesting their replacements. A window survey, requested from the applicant, will be provided at the ARB meeting.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Basic Design Principles*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT: OLD SOUTHWEST

GUIDELINES FOR PRESERVATION AND REHABILITATION

- Maintain original materials and features that characterize a building and make it unique. Architectural materials and features are considered significant if they:
  - are original, reflect a particular architectural style,
  - are examples of quality craftsmanship or design, or
  - reflect changes associated with a major event in the history of the bldg.

  ***The existing one-over-one pane windows appear to be the original historic windows unique to the structure and should be maintained.***

- Repair deteriorated materials instead of removing or replacing them.

  ***The windows proposed to be replaced appear to be repairable.***

- Replace deteriorated materials and features that cannot be repaired with new elements of the same design and material.

  ***Some of the windows appear to be missing material/features and should be repaired with new elements of same design instead of being replaced.***

- Install a new feature that is compatible to similar elements of the building in size, scale, and materials when a significant feature is missing and there is no evidence of its original appearance.

  ***The proposed window replacements seem to be compatible in size, scale and material of the existing windows.***

*Visibility from the Street*

- In the H-2 District, staff or the ARB reviews any changes proposed to the exterior of building that are visible from the public right-of-way, including alleyways. Modifications to rear facades in the H-2 District also require review when owners propose changes that will impact the building's 'skin', particularly changes to siding, windows and doors.

  However, the ARB recognizes that the rears of houses typically were more utilitarian in design and changed more frequently. Therefore, a wider range of appropriate materials and designs are allowed to the rear of properties and areas not readily visible from the street. Owners that propose additions that *do not impact* the building's original or current skin, e.g. decks and patios, also have greater design flexibility.

***The windows proposed to be replaced are on all building facades.***

*Windows and Doors*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT

- Windows and doors are especially important in rehabilitations. Their size, shape, pattern, and architectural style not only provide architectural character but give a building much of its scale, rhythm, and detail.

*IMPORTANT CONSIDERATIONS…*

- Windows and doors are important in providing interest and detail to a building's appearance. Periodic maintenance is necessary to prevent deterioration and maintain thermal efficiency. Storm windows, doors, and other energy conservation efforts need not detract from a building's appearance.

  ***The existing windows throughout the house were not well maintained. However, with a little effort in scraping and painting and replacing the missing features, the windows could be preserved.***

GUIDELINES FOR PRESERVATION AND REHABILITATION

*Retaining Existing Windows and Doors*

- Identify and keep the original materials and features of windows and doors. Important characteristics include:
  • size, fanlights, shape, glazing, hardware and muntins,

  ***The proposal does not include keeping any of the original features.***

- Seek expert professional advice on preservation, rehabilitation, and repair of all windows.

  ***The applicant is proposing the window replacements to provide new energy efficient windows.***

- Do not enlarge or fill in windows or doors on any prominent side of a building.

  ***The proposal includes new windows of the same size as the existing.***

- Do not remove historic wood or steel windows that are still in good overall conditions.

  ***The windows proposed to be replaced are in a fair to good overall condition.***

*Replacing Existing Windows*

Repair original windows by patching, splicing, consolidating, or otherwise reinforcing. *Wood that appears to be in bad condition because of peeling paint or separated joints can often be repaired.*

- If a limited area or numbers of windows are damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the window. Replace entire windows *only* when they are missing or beyond repair.

  ***The existing windows are not deteriorated beyond repair.***

- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair,/ replacement in kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

  ***Close up photos of the windows show that the existing windows are repairable and should be maintained.***

- If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.

  ***The applicant is proposing to replace the entire windows. The only windows proposed to remain are the fixed windows within the stairs and one window in the front porch.***

- Do not use inappropriate materials or finishes that radically change the sash or glazing size, depth of reveal, muntin configuration, reflective quality or color of the glazing, or appearance of the frame. Appearance of the finished window is the paramount concern. Steel, vinyl or fiber glass, seldom match the appearance of wood, and they do not lend themselves to the application of added detailing.

  ***The new replacement windows are proposed as wood double-hung windows matching the existing sash, glazing, size, etc.***

*Energy Efficiency/Storm Windows and Doors*

- Install appropriate weather stripping, such as rolled vinyl strips, to reduce air infiltration.

  ***Weather stripping or other means should be utilized to reduce air infiltration.***

- Use storm windows and doors to improve the thermal efficiency of existing windows and doors as long as:

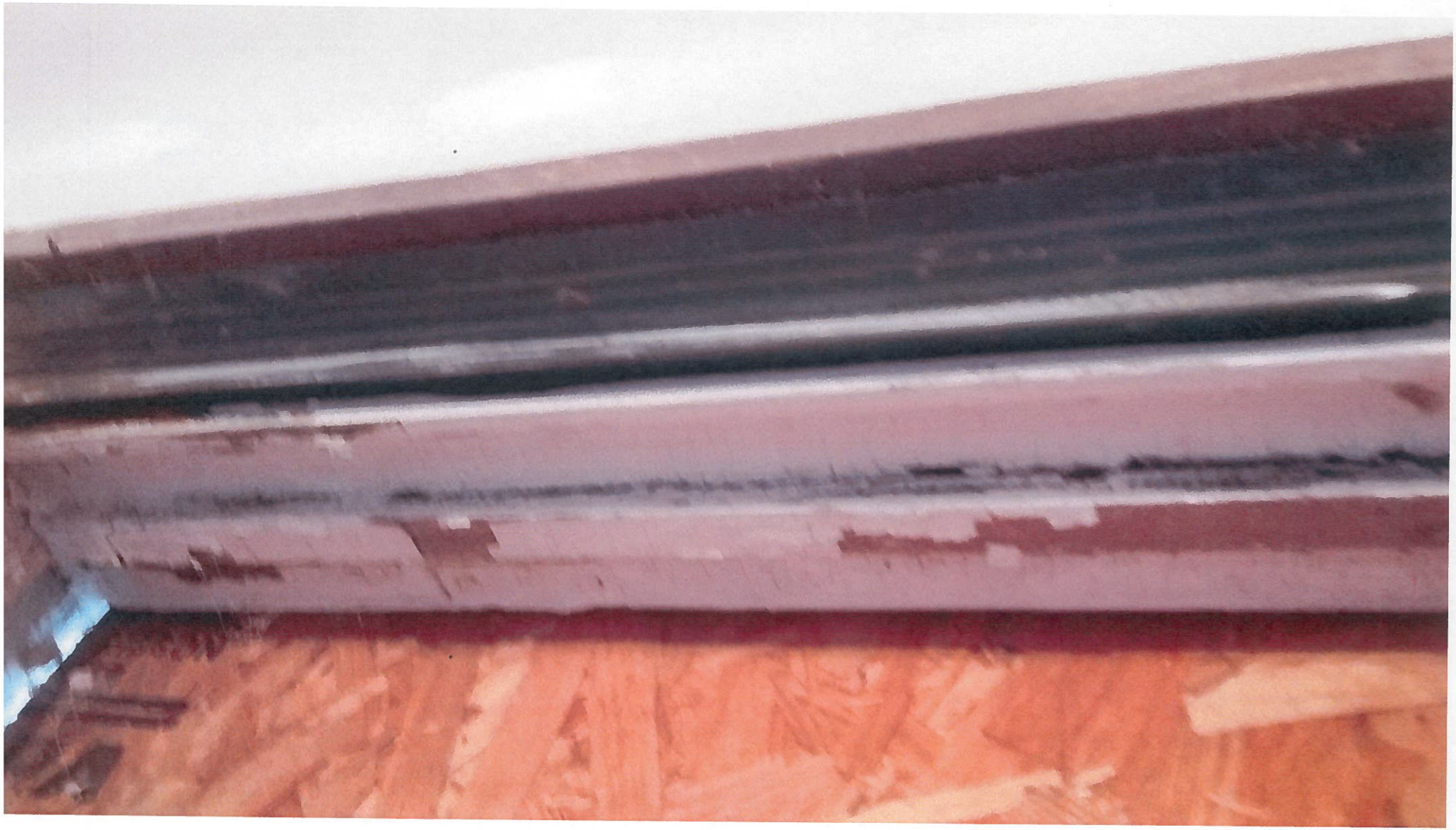
  - they are made of wood or metal and are painted to match the sash,
  - they are set into the existing window or door opening rather than attached to the frame,
  - storm windows repeat the pattern of principal muntins and meeting rails, and storm doors are primarily glass, revealing as much of the original door as possible.

  ***Exterior or interior storm windows may be utilized to improve thermal efficiency of the existing windows.***

**Staff Comments:**
The proposal includes removal of sixteen existing wood double-hung windows and replacing them with new wood double-hung windows, matching existing window appearance. Based on the H-2 Design Guidelines, replacing historic windows require sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair, or replacement, displaying “beyond repair” condition of the windows.

Although there seems to be some issues with the conditions of the existing windows, they do not appear to be beyond repair. Therefore, staff does not support the proposal.

Parviz Moosavi, ARB Agent



**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

**Previous Staff Report from November 10, 2016 ARB Meeting**

November 10, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: Request from 634 Marshall, LLC, represented by Cesar Dominguez, to replace all existing wood window sashes with new wooden window sashes at 634 Marshall Avenue, S.W. (Official Map No. 1120209).

**Background:**

The subject site is an interior lot consisting of a 2 ½ -story multi-family residential structure, located within the Historic Neighborhood Overlay District (H-2). All exterior alterations are subject to a review and approval by the ARB prior to a permit being submitted to the City Permit Center.

The applicant is converting the structure to a single family home and is proposing to replace a total of sixteen existing one-over-one pane wood double hung window sashes with new Geld Wen, one-over-one pane wood double-hung window sashes.

A site visit by staff on October 22 2016, revealed the following additional work proposed after the COA application was received. A new front wood double door is proposed to be installed within the existing door opening and a new French glass door is proposed to be added to the rear of the structure. The application must be amended at the ARB meeting scheduled for November 11, 2016, to include the additional work.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Basic Design Principles*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT: OLD SOUTHWEST

GUIDELINES FOR PRESERVATION AND REHABILITATION

- Maintain original materials and features that characterize a building and make it unique. Architectural materials and features are considered significant if they:
  - are original, reflect a particular architectural style,

- are examples of quality craftsmanship or design, or
- reflect changes associated with a major event in the history of the bldg.

***The existing one-over-one pane windows appear to be the original historic windows unique to the structure and should be maintained.***

***The front double door, removed previously is proposed to be replaced with an in-kind double door with glass. The exterior novelty siding and the pressed metal roof are proposed to remain.***

- Repair deteriorated materials instead of removing or replacing them.

  ***The windows proposed to be replaced do not seem to be deteriorated.***

- Replace deteriorated materials and features that cannot be repaired with new elements of the same design and material.

  ***No evidence is provided showing deterioration of the existing material.***

- Install a new feature that is compatible to similar elements of the building in size, scale, and materials when a significant feature is missing and there is no evidence of its original appearance.

  ***The proposed window replacements seem to be compatible in size, scale and material of the existing windows.***

*Visibility from the Street*

- In the H-2 District, staff or the ARB reviews any changes proposed to the exterior of building that are visible from the public right-of-way, including alleyways. Modifications to rear facades in the H-2 District also require review when owners propose changes that will impact the building's 'skin', particularly changes to siding, windows and doors.

  However, the ARB recognizes that the rears of houses typically were more utilitarian in design and changed more frequently. Therefore, a wider range of appropriate materials and designs are allowed to the rear of properties and areas not readily visible from the street. Owners that propose additions that *do not impact* the building's original or current skin, e.g. decks and patios, also have greater design flexibility.

  ***The windows proposed to be replaced are on all building facades.***

*Windows and Doors*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT

- Windows and doors are especially important in rehabilitations. Their size, shape, pattern, and architectural style not only provide architectural character but give a building much of its scale, rhythm, and detail.

*IMPORTANT CONSIDERATIONS…*

- Windows and doors are important in providing interest and detail to a building's appearance. Periodic maintenance is necessary to prevent deterioration and maintain thermal efficiency. Storm windows, doors, and other energy conservation efforts need not detract from a building's appearance.

  ***The existing windows throughout the house were not well maintained. However, with a little effort in scraping and painting and replacing the missing glass, the windows could be preserved.***

GUIDELINES FOR PRESERVATION AND REHABILITATION

*Retaining Existing Windows and Doors*

- Identify and keep the original materials and features of windows and doors. Important characteristics include:
  • size, fanlights, shape, glazing, hardware and muntins,

  ***The proposal does not include keeping any of the original features.***

- Seek expert professional advice on preservation, rehabilitation, and repair of all windows.

  ***The applicant is proposing the window replacements to provide new energy efficient windows.***

- Do not enlarge or fill in windows or doors on any prominent side of a building.

  ***The proposal includes new windows of the same size as the existing.***

- Do not remove historic wood or steel windows that are still in good overall conditions.

  ***The windows proposed to be replaced are in a good overall condition.***

*Replacing Existing Windows*

Repair original windows by patching, splicing, consolidating, or otherwise reinforcing. *Wood that appears to be in bad condition because of peeling paint or separated joints can often be repaired.*

- If a limited area or numbers of windows are damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the window. Replace entire windows *only* when they are missing or beyond repair.

  ***The existing windows are not deteriorated and are not beyond repair.***

- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair,/ replacement in kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

  ***Close up photos of the windows show that the existing windows are in good condition.***

- If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.

  ***No evidence provided to warrant the window replacements.***

- Do not use inappropriate materials or finishes that radically change the sash or glazing size, depth of reveal, muntin configuration, reflective quality or color of the glazing, or appearance of the frame. Appearance of the finished window is the paramount concern. Steel, vinyl or fiber glass, seldom match the appearance of wood, and they do not lend themselves to the application of added detailing.

  ***The new replacement windows are proposed as wood double-hung windows matching the existing sash, glazing, size, etc.***

*Energy Efficiency/Storm Windows and Doors*

- Install appropriate weather stripping, such as rolled vinyl strips, to reduce air infiltration.

***Weather stripping or other means should be utilized to reduce air infiltration.***

- Use storm windows and doors to improve the thermal efficiency of existing windows and doors as long as:

  • they are made of wood or metal and are painted to match the sash,
  • they are set into the existing window or door opening rather than attached to the frame,
  • storm windows repeat the pattern of principal muntins and meeting rails, and storm doors are primarily glass, revealing as much of the original door as possible.

***Exterior or interior storm windows may be utilized to improve thermal efficiency of the existing windows.***

**Staff Comments:**
The proposal includes removal of sixteen existing wood double-hung windows and replacing them with new wood double-hung windows, matching existing window appearance. Based on the H-2 Design Guidelines, replacing historic windows require sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair, or replacement, displaying “beyond repair” condition of the windows.

The proposed additional work including a new front wood double door and a French double door at the rear of the structure appear to be consistent with the building

Based on the staff site visit, it appears that the existing windows are in good condition and they are not beyond repair. Therefore, staff does not support this portion of the proposal. However, staff recommends approval of the new front wood double door and the new double French door at the rear of the structure as submitted.

Parviz Moosavi, ARB Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

RECEIVED
SEP 27 2016
City of Roanoke
Planning Building and Development

Date of Application: 9-26-16

Site Address: 634 Marshall Ave SW

Property Owner:

Name: ALGARO HOLDINGS, LLC 634 MARSHALL, LLC

Address: 512 McDonald Ave

City: Vinton State: VA Zip Code:

Phone Number: 540-556-2613 E-Mail: CFD24179@yahoo.com

Owner's Representative (if applicable):

Name: Cesar Dominguez

Address: - SAME -

City: State: Zip Code:

Phone Number: E-Mail:

Application Prepared By: Cesar Dominguez

Current Use: ☑ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use:

Project Type: ☐ Roof ☐ Porch ☑ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☐ Other:

*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Date: 9-26-16

*Section Below to be Completed by Staff*

Certificate Number: COAB 16-0021

Approval By: ☑ ARB ☐ Agent

Tax Parcel Number: 1120209

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

Base Zoning District: RM-1 / H-2

☑ Building Permit ☐ Other

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 634 Manhattan Ave SW

Property Owner: Algado Holdings, LLC

Project Description:

- Replace All Existing Wooden Windows with New Wooden Windows

Additional information to be submitted:

☐ Photographs ☐ Site Plan ☐ Elevation Drawings ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

Back to Quote

LOWE'S
NEVER STOP IMPROVING

Date: 10/21/2016

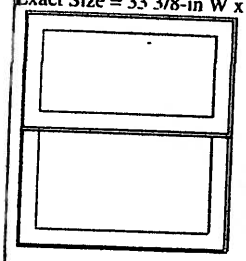
LOWE'S HOME CENTERS, LLC #419
5040 RUTGERS ST., NW
ROANOKE, VA 24012-1323
USA
(540) 366-3838

SPECIAL ORDER
Pedido especial

Project #: 489144527
Customer Name: CESAR DOMINGUEZ
Customer Phone: (540) 556-2613
Customer Address: 634 MARSHALL AVE
ROANOKE, VA 24017
USA

Description: wood win quote

Windows
(634 Marshall
5 1/4

| Line Item / Frame Size | Product Code / Description | Unit Price | Quantity | Total Price |
|---|---|---|---|---|
| 0001<br>Exact Size = 33 3/8-in W x 37-in H<br>  | **Manufacturer:** PlyGem Windows - Wood<br>Division : Millwork<br>Product : Windows<br>Type : Double Hungs<br>View Energy Star Products : No - I want to view all products<br>Material : Wood - Wood Exterior Casing<br>Product Line : New Construction<br>Frame : 4-9/16-in<br>Unit Style : Natural Wood Interior / Wood Sash<br>Fin Type : Brick Mould<br>Configuration : Single Unit<br>Sash Configuration : Standard<br>Performance Rating : Standard DP Performance<br>Florida Approval Number : Not Listed<br>Exterior Color : Primed for Painting<br>Interior Finish : Primed<br>Opening Type : Exact<br>Actual Width: 33 3/8-in<br>Actual Height: 37-in<br>Rough Opening Width : 34 1/2-in<br>Rough Opening Height : 37-5/8-in<br>Glass Type : Dual Glazed<br>Tempered Glass : No<br>Low E Glass : No Low E<br>Tint : No<br>Glass Option - Top Sash : Clear<br>Glass Option - Bottom Sash : Clear<br>Gas Filled : None<br>Grid Type : None<br>Wall Depth : 5 1/4-in<br>Sill Stops Applied : No<br>Apply Jamb Extension to Sill : 3 Sides<br>Brick Mould (Exterior Casing) : MW Brick Mould<br>Sill Nose Type : Standard<br>Sill Nose & Horn Options : Standard - No Extension<br>Base Sill Material : Wood<br>Sill Nose Material : Wood<br>Blind Stop Option (Material) : Wood<br>Tilt Option : Compression Tilt<br>Balance Color : White | $166.92 | 1 | $166.92 |

RECEIVED
OCT 24 2016
CITY OF ROANOKE
PLANNING BUILDING &
DEVELOPMENT

Hardware Finish : White
Screen : Full Screen
Screen Color : White
Screen Mesh : Fiberglass
Series : 4100 Series
Delivery : Store
Lead Time : 14 Days
Item Number : 88921

**Salesperson:** RODGER HAWKS (S0419RH2)

**Project Total:** **$166.92**

**Accepted by:** _____

Date: 10/21/2016

Print Detailed Quote

This Millwork Quote is valid until 11/19/2016. This is an estimate only. This estimate does not include tax or delivery charges. Delivery of all materials contained in this estimate are subject to availability from the manufacturer or supplier. All the above quantities, dimensions, specifications and accessories have been verified and accepted.

**634 Marshall Ave SW (Official Map No. 1120209)**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **648 Day Avenue, S.W. (Official Map No. 1120504)**
Request from Nicholas J. and Liza Hart, represented by Jim Haynes, to replace a total of 12 existing wood windows located on the sides and rear of the structure with new wood windows to match existing, install light fixtures to each side of the front and rear entry doors, and install two flush mounted ceiling fans on front porch.

**Background:**

The subject site is an interior lot consisting of a 2-½ story American Foursquare house, located within the Historic Neighborhood Overlay District (H-2). All exterior alterations are subject to a review and approval by the ARB prior to a permit being submitted to the City Permit Center.

The applicant is proposing to replace a total of twelve existing one-over-one pane wood double hung windows with new, one-over-one pane, wood double-hung JeldWen or Anderson windows on the side and the rear of the existing house. In addition, the proposal includes installation of light fixtures next to the front and the rear doors, and installation of two new flush mounted ceiling fans in front porch.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Basic Design Principles*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT: OLD SOUTHWEST

GUIDELINES FOR PRESERVATION AND REHABILITATION

- Maintain original materials and features that characterize a building and make it unique. Architectural materials and features are considered significant if they:
  - are original, reflect a particular architectural style,
  - are examples of quality craftsmanship or design, or
  - reflect changes associated with a major event in the history of the bldg.

  ***The existing one-over-one pane windows appear to be the original historic windows unique to the structure and should be maintained.***

- Repair deteriorated materials instead of removing or replacing them.

  ***The windows proposed to be replaced do not seem to be deteriorated. Removing layers of paint and a fresh coat of paint could bring them back and prolong their lives.***

- Replace deteriorated materials and features that cannot be repaired with new elements of the same design and material.

  ***The photos provided do not seem to show deterioration beyond repairs.***

- Install a new feature that is compatible to similar elements of the building in size, scale, and materials when a significant feature is missing and there is no evidence of its original appearance.

  ***The proposed window replacements seem to be compatible in size, scale and material of the existing windows.***

*Visibility from the Street*

- In the H-2 District, staff or the ARB reviews any changes proposed to the exterior of building that are visible from the public right-of-way, including alleyways. Modifications to rear facades in the H-2 District also require review when owners propose changes that will impact the building's 'skin', particularly changes to siding, windows and doors.

  However, the ARB recognizes that the rears of houses typically were more utilitarian in design and changed more frequently. Therefore, a wider range of appropriate materials and designs are allowed to the rear of properties and areas not readily visible from the street. Owners that propose additions that *do not impact* the building's original or current skin, e.g. decks and patios, also have greater design flexibility.

  ***The windows proposed to be replaced are on the sides and the rear facades.***

*Windows and Doors*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT

- Windows and doors are especially important in rehabilitations. Their size, shape, pattern, and architectural style not only provide architectural character but give a building much of its scale, rhythm, and detail.

*IMPORTANT CONSIDERATIONS…*

- Windows and doors are important in providing interest and detail to a building's appearance. Periodic maintenance is necessary to prevent deterioration and maintain thermal efficiency. Storm windows, doors, and other energy conservation efforts need not detract from a building's appearance.

  ***The existing windows throughout the house were not well maintained. However, with a little effort in scraping, painting, and replacing the missing glass or other elements, the windows could be preserved.***

GUIDELINES FOR PRESERVATION AND REHABILITATION

*Retaining Existing Windows and Doors*

- Identify and keep the original materials and features of windows and doors. Important characteristics include:
  • size, fanlights, shape, glazing, hardware and muntins,

  ***The proposal does not include keeping any of the original features.***

- Seek expert professional advice on preservation, rehabilitation, and repair of all windows.

  ***Repairing the existing windows should be considered instead of replacing.***

- Do not enlarge or fill in windows or doors on any prominent side of a building.

  ***The proposal includes new windows of the same size as the existing.***

- Do not remove historic wood or steel windows that are still in good overall conditions.

  ***The windows proposed to be replaced are in a good overall condition.***

*Replacing Existing Windows*

Repair original windows by patching, splicing, consolidating, or otherwise reinforcing. *Wood that appears to be in bad condition because of peeling paint or separated joints can often be repaired.*

- If a limited area or numbers of windows are damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the window. Replace entire windows *only* when they are missing or beyond repair.

  ***The existing windows are not deteriorated and are not beyond repair.***

- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair,/ replacement in kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

  ***Close up photos of the windows show that the existing windows are in good condition.***

- If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.

  ***The evidence provided does not warrant the window replacements.***

- Do not use inappropriate materials or finishes that radically change the sash or glazing size, depth of reveal, muntin configuration, reflective quality or color of the glazing, or appearance of the frame. Appearance of the finished window is the paramount concern. Steel, vinyl or fiber glass, seldom match the appearance of wood, and they do not lend themselves to the application of added detailing.

  ***The new replacement windows are proposed as wood double-hung windows matching the existing sash, glazing, size, etc.***

*Energy Efficiency/Storm Windows and Doors*

- Install appropriate weather stripping, such as rolled vinyl strips, to reduce air infiltration.

***Weather stripping or other means should be utilized to reduce air infiltration.***

- Use storm windows and doors to improve the thermal efficiency of existing windows and doors as long as:

  - they are made of wood or metal and are painted to match the sash,
  - they are set into the existing window or door opening rather than attached to the frame,
  - storm windows repeat the pattern of principal muntins and meeting rails, and storm doors are primarily glass, revealing as much of the original door as possible.

***Exterior or interior storm windows may be utilized to improve thermal efficiency of the existing windows.***

**Staff Comments:**
The proposal includes removal of twelve existing wood double-hung windows and replacing them with new wood double-hung JeldWen windows, matching existing window appearance. Based on the H-2 Design Guidelines, replacing historic windows require sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair or replacement, displaying “beyond repair” condition of the windows.

Based on the photos provided by the applicant, it appears that the existing windows are not beyond repair. However, the proposed installation of the light fixtures next to the front and rear doors, and proposed installation of the two flush mounted ceiling fans on the front porch are consistent with the intent of the H-2 Design Guidelines.

Staff only supports the proposed installation of the light fixtures next to the front and rear doors and the proposed installation of two flush mounted ceiling fans on the front porch.

Parviz Moosavi, ARB Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

RECEIVED
OCT 20 2016
CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

Date of Application: 10-20-16

Site Address: 648 DAY AVE S.W.

Property Owner:

Name: NICK & LIZA HART

Address: 648 DAY AVE SW

City: ROANOKE State: VA. Zip Code: 24016

Phone Number: 540 312-6485 E-Mail: haynesdesign@verizon.net

Owner's Representative (if applicable):

Name: JIM HAYNES

Address: 526 MARSHALL AVE SW

City: ROANOKE State: VA Zip Code: 24016

Phone Number: 540-312-6485 E-Mail: haynesdesign@verizon.net

Application Prepared By: JIM HAYNES

Current Use: ☒ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

If Commercial, Describe Use:

Project Type: ☐ Roof ☐ Porch ☒ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☒ Other: FANS & LIGHTS

*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Liza Hart Date: 10-20-2016

*Section Below to be Completed by Staff*

Certificate Number: COAB16-0029

Approval By: ☑ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

☐ Building Permit ☐ Other

Tax Parcel Number: 1120504

Base Zoning District: RM-1 / H-2

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 648 DAY AVE SW

Property Owner: NICK & LIZA HART

Project Description:

ADD LIGHTS TO EACH SIDE OF FRONT & REAR ENTRY DOORS.

INSTALL 2 CEILING FANS ON EITHER SIDE OF FRONT PORCH. FLUSH MOUNTED TO CEILING, FANS ONLY NO LIGHTING ATTACHED.

REPLACE 8 WINDOWS, 4 ON WEST SIDE 4 ON EASH SIDE WITH EITHER NEW JELDWEN OR ANDERSON WINDOWS OR SAME CHOICES OF MANUF. JAMB PACK KITS. WOOD EXTERIOR WITH GLAZING TO MATCH ORIGINAL AS CLOSE AS POSSIBLE.

REPLACE 4 REAR WINDOWS AS DETAILED ABOVE.

SPECIFICATIONS & PICTURES ATTACHED.

Additional information to be submitted:

☐ Photographs ☐ Site Plan ☐ Elevation Drawings ☒ Sample, Photograph, or Catalog Pictures of Proposed Material

☐ Other:

# H-2, Historic Neighborhood Overlay District

# Submittal Requirements Checklist

Complete Form & Click Here to Submit Electronically

Print Form

The following must be submitted for **all** applications:

- ☐ A *completed* application form and checklist. Applications will be deemed incomplete without owner signature.
- ☐ A brief project description of work including how the proposed architectural or site alterations are consistent with the ARB Guidelines for the subject Historic District. If historic materials are being replaced rather than repaired, please provide justifications.
- ☐ Photographs showing the current conditions of the specific project site.

For **windows, doors, roofs and porches,** the following must be submitted:

- ☐ Scaled elevation drawings showing proposed alteration. If proposing to return building to an earlier appearance, please provide supporting documentation for the request (i.e. historic photograph).
- ☐ Photograph, sample or catalog picture of proposed building material.

For **walls and fences,** the following must be submitted:

- ☐ Site plan showing the proposed location of the fence.
- ☐ Photograph or elevation drawing of fence design.
- ☐ Sample, photograph or catalog picture of proposed material.

For **new construction,** the following must be submitted:

- ☐ Site plan, including property lines, roadways, footprint of buildings and structures, paving etc.
- ☐ Scaled elevation drawings of all sides of proposed building/addition.
- ☐ Samples, photographs or catalog pictures of building materials.

For **parking/paving,** the following must be submitted:

- ☐ Site plan showing proposed location of new paving surface.
- ☐ Photograph, sample or catalog picture of proposed building material.

For **signs,** the following must be submitted:

- ☐ Freestanding: A site plan showing the proposed location of the sign
- ☐ Building Mounted: Photograph or scaled drawing of elevation on which the proposed sign will be located.
- ☐ Photograph or scaled drawing of the proposed sign, identifying materials, color, lettering (size and style), and wordage.
- ☐ Specifications of sign brackets, mounting hardware and lighting, if applicable.

For **demolition,** the following must be submitted:

- ☐ Justification for demolition, including structural evaluation and cost estimates for rehabilitation.

For **other items,** please refer to a like category.

**Note: If applying by e-mail please include the above items as an attachment.*


Department of Planning Building and Development
Room 166, Noel C. Taylor Municipal Building
215 Church Avenue, S.W.
Roanoke, Virginia 24011
Phone: (540) 853-1730 Fax: (540)853-1230

ARB Agent
Parviz Moosavi, Historic Preservation Planner
Phone: (540) 853-1522
E-mail: parviz.moosavi@roanokeva.gov


*Please remember...*

The COA does not relieve the property owner from the responsibility of obtaining any other required permits. A copy of the Certificate must be submitted to the Development Assistance Center (DAC) for permitting. For more information contact the DAC at 853-1090. It is strongly suggested that you do not order or purchase any materials until ARB approval and required City permits are obtained.

6048 Day Ave., SW
Roanoke, Va 24016

Front Porch

2 fixtures - one either side of door

- matches fixture hanging on porch now
- hung by previous tenant

View In Room

(87)

# Milania Adora 1 Light Outdoor Wall Lantern

Front Porch - Current - installed
by past Owners

648 Day Ave, SW
Roanoke, Va 24016

Back Deck

- 2 fixtures.
one either
side of door

View In Room

(5)

# 1 Light Outdoor Sconce
by Elk Lighting

**648 Day Ave SW (Official Map No. 1120504)**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **618 Woods Avenue, S.W. (Official Map No. 1140110)**
Request from Joshua and Amanda Hogan to replace a total of 19 existing windows with new wood Pella windows to match the appearance of the existing windows.

**Background:**

The subject site is an interior lot consisting of a 2-½ story American Foursquare house, located within the Historic Neighborhood Overlay District (H-2). All exterior alterations are subject to a review and approval by the ARB prior to a permit being submitted to the City Permit Center.

The applicant is proposing to replace a total of nineteen existing one-over-one pane wood double hung windows with new Pella, 450 series, one-over-one pane wood double-hung windows. The reasons for the request include the following: broken glass, rotting wood frames, inoperability, or recently replaced by previous owners in a style inconsistent with the era of the home. Furthermore, the inoperable windows have been painted shut and further damage may occur if repairs take place.

**Findings:**

The H-2 Architectural Design Guidelines recommend the following:

*Basic Design Principles*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT: OLD SOUTHWEST

GUIDELINES FOR PRESERVATION AND REHABILITATION

- Maintain original materials and features that characterize a building and make it unique. Architectural materials and features are considered significant if they:

• are original, reflect a particular architectural style,
• are examples of quality craftsmanship or design, or
• reflect changes associated with a major event in the history of the bldg.

***Majority of the existing one-over-one pane windows appear to be the original historic windows unique to the structure and should be maintained.***

- Repair deteriorated materials instead of removing or replacing them.

  ***The windows proposed to be replaced do not seem to be deteriorated. Removing several layers of paint and a fresh coat of paint could bring them back and prolong their lives.***

- Replace deteriorated materials and features that cannot be repaired with new elements of the same design and material.

  ***The photos provided do not seem to show deterioration beyond repair.***

- Install a new feature that is compatible to similar elements of the building in size, scale, and materials when a significant feature is missing and there is no evidence of its original appearance.

  ***The proposed window replacements seem to be compatible in size, scale and material of the existing windows.***

*Visibility from the Street*

- In the H-2 District, staff or the ARB reviews any changes proposed to the exterior of building that are visible from the public right-of-way, including alleyways. Modifications to rear façades in the H-2 District also require review when owners propose changes that will impact the building's 'skin', particularly changes to siding, windows and doors.

  However, the ARB recognizes that the rears of houses typically were more utilitarian in design and changed more frequently. Therefore, a wider range of appropriate materials and designs are allowed to the rear of properties and areas not readily visible from the street. Owners that propose additions that *do not impact* the building's original or current skin, e.g. decks and patios, also have greater design flexibility.

  ***The windows proposed to be replaced are on all building façades.***

*Windows and Doors*

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT

- Windows and doors are especially important in rehabilitations. Their size, shape, pattern, and architectural style not only provide architectural character but give a building much of its scale, rhythm, and detail.

*IMPORTANT CONSIDERATIONS…*

- Windows and doors are important in providing interest and detail to a building's appearance. Periodic maintenance is necessary to prevent deterioration and maintain thermal efficiency. Storm windows, doors, and other energy conservation efforts need not detract from a building's appearance.

  ***The existing windows throughout the house were not well maintained. However, with a little effort in scraping, painting,and replacing the missing glass or other elements, the windows could be preserved.***

GUIDELINES FOR PRESERVATION AND REHABILITATION

*Retaining Existing Windows and Doors*

- Identify and keep the original materials and features of windows and doors. Important characteristics include:
  • size, fanlights, shape, glazing, hardware and muntins,

  ***The proposal does not include keeping any of the original features.***

- Seek expert professional advice on preservation, rehabilitation, and repair of all windows.

  ***The applicant believes that further damage could occur in trying to repair the windows.***

- Do not enlarge or fill in windows or doors on any prominent side of a building.

  ***The proposal includes new windows of the same size as the existing.***

- Do not remove historic wood or steel windows that are still in good overall conditions.

  ***The windows proposed to be replaced are in a good overall condition.***

*Replacing Existing Windows*

Repair original windows by patching, splicing, consolidating, or otherwise reinforcing. *Wood that appears to be in bad condition because of peeling paint or separated joints can often be repaired.*

- If a limited area or numbers of windows are damaged or deteriorated, repair with compatible materials is recommended rather than the removal and replacement of the window. Replace entire windows *only* when they are missing or beyond repair.

  ***The existing windows are not deteriorated and are not beyond repair.***

- If owners choose to remove and replace their historic windows they must first present sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair,/ replacement in kind, and replacement with new materials. Replacement should be based upon physical evidence and photo documentation rather than the availability of stock or replacement windows.

  ***Close up photos of the windows show that the existing windows are in good condition.***

  If historic windows need to be replaced, consider only the replacement of the sash units themselves and not the entire window frame or surround.

  ***The evidence provided does not warrant the window replacements.***

- Do not use inappropriate materials or finishes that radically change the sash or glazing size, depth of reveal, muntin configuration, reflective quality or color of the glazing, or appearance of the frame. Appearance of the finished window is the paramount concern. Steel, vinyl, or fiber glass seldom match the appearance of wood, and they do not lend themselves to the application of added detailing.

  ***The new replacement windows are proposed as wood double-hung windows matching the existing sash, glazing, size, etc.***

*Energy Efficiency/Storm Windows and Doors*

- Install appropriate weather stripping, such as rolled vinyl strips, to reduce air infiltration.

***Weather stripping or other means should be utilized to reduce air infiltration.***

- Use storm windows and doors to improve the thermal efficiency of existing windows and doors as long as:

  - they are made of wood or metal and are painted to match the sash,
  - they are set into the existing window or door opening rather than attached to the frame,
  - storm windows repeat the pattern of principal muntins and meeting rails, and storm doors are primarily glass, revealing as much of the original door as possible.

***Exterior or interior storm windows may be utilized to improve thermal efficiency of the existing windows.***

**Staff Comments:**
The proposal includes removal of nineteen existing wood double-hung windows and replacing them with new wood double-hung windows, matching existing window appearance. Based on the H-2 Design Guidelines, replacing historic windows require sufficient physical and photographic evidence and information to the ARB regarding the condition of the existing windows and the feasibility of repair, or replacement, displaying “beyond repair” condition of the windows.

Based on the photos provided by the applicant, it appears that the existing windows are in good condition and they are not beyond repair. Therefore, staff does not support this portion of the proposal.

Parviz Moosavi, ARB Agent

RECEIVED

NOV 01 2016

CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

## H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

Date of Application: 10-26-2016

Site Address: 618 Woods Ave SW, Roanoke, VA 24016

**Property Owner:**

Name: Joshua & Amanda Hogan

Address: 618 Woods Ave SW

City: Roanoke State: VA Zip Code: 24016

Phone Number: 443-690-2379 E-Mail: afobar-11@sandiego.edu

**Owner's Representative (if applicable):**

Name:

Address:

City: State: Zip Code:

Phone Number: E-Mail:

Application Prepared By: Joshua & Amanda Hogan

**Current Use:** ☑ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☐ Commercial

**If Commercial, Describe Use:**

**Project Type:** ☐ Roof ☐ Porch ☑ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☐ Other:

***PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.**

**Acknowledgement of Responsibility:** I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Amanda Hogan Date: 10-26-2016

*Section Below to be Completed by Staff*

Certificate Number:

Tax Parcel Number: 1140110

Base Zoning District: RM-1 / H-2

Approval By: ☑ ARB ☐ Agent

Other approvals needed:

☐ Zoning Permit ☐ BZA/Planning Commission

☐ Building Permit ☐ Other

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 618 Woods Ave SW, Roanoke, VA 24016

Property Owner: Joshua & Amanda Hogan

Project Description:

Please see Attached Document Labeled "Project Description"

Additional information to be submitted:

- [x] Photographs
- [ ] Site Plan
- [ ] Elevation Drawings
- [x] Sample, Photograph, or Catalog Pictures of Proposed Material
- [ ] Other:

Project Description

We are seeking ARB Certification of Appropriateness to replace 19 windows in our home. Our reasons for replacement include one or more of the following: broken glass, rotting wood frames, inoperability*, or recently replaced by previous owners in a style inconsistent with the era of the home. We have consulted with Lowes Home Improvement to replace those windows with the most closely comparable modern window: Pella 450 Series Wood Double Pane Double Hung Windows. These windows would be entirely white as our windows are now and custom sized to match each current window so that no dimensions need change. The glass will be transparent and the frames strictly wood. Our goal is to provide uniformity and care to our home while remaining consistent with its history. Furthermore, we wish to comply with Virginia's Maintenance Code Requirements (VMCR) to ensure our home is safe for our family. The VMCR states, "Windows that have been nailed or screwed shut or painted and caulked, such that the window no longer operates as intended must be returned to a working condition" (http://www.roanokeva.gov/DocumentCenter/View/156).

Please see attached photos for condition of current windows in the home and a catalog picture of the proposed new windows.

Thank you for your time and consideration of our request.

*Those windows which are inoperable have been painted shut seemingly many times over for many years, and even with professional help we are unable to repair these windows without further damaging their integrity.

# H-2, Historic Neighborhood Overlay District

# Submittal Requirements Checklist

Complete Form & Click Here to Submit Electronically  Print Form

The following must be submitted for **all** applications:

- ☑ A *completed* application form and checklist. Applications will be deemed incomplete without owner signature.
- ☑ A brief project description of work including how the proposed architectural or site alterations are consistent with the ARB Guidelines for the subject Historic District. If historic materials are being replaced rather than repaired, please provide justifications.
- ☑ Photographs showing the current conditions of the specific project site.

For **windows, doors, roofs and porches,** the following must be submitted:

- ☐ Scaled elevation drawings showing proposed alteration. If proposing to return building to an earlier appearance, please provide supporting documentation for the request (i.e. historic photograph).
- ☑ Photograph, sample or catalog picture of proposed building material.

For **walls and fences,** the following must be submitted:

- ☐ Site plan showing the proposed location of the fence.
- ☐ Photograph or elevation drawing of fence design.
- ☐ Sample, photograph or catalog picture of proposed material.

For **new construction,** the following must be submitted:

- ☐ Site plan, including property lines, roadways, footprint of buildings and structures, paving etc.
- ☐ Scaled elevation drawings of all sides of proposed building/addition.
- ☐ Samples, photographs or catalog pictures of building materials.

For **parking/paving,** the following must be submitted:

- ☐ Site plan showing proposed location of new paving surface.
- ☐ Photograph, sample or catalog picture of proposed building material.

For **signs,** the following must be submitted:

- ☐ Freestanding: A site plan showing the proposed location of the sign
- ☐ Building Mounted: Photograph or scaled drawing of elevation on which the proposed sign will be located.
- ☐ Photograph or scaled drawing of the proposed sign, identifying materials, color, lettering (size and style), and wordage.
- ☐ Specifications of sign brackets, mounting hardware and lighting, if applicable.

For **demolition,** the following must be submitted:

- ☐ Justification for demolition, including structural evaluation and cost estimates for rehabilitation.

For **other items,** please refer to a like category.

**Note: If applying by e-mail please include the above items as an attachment.*


Department of Planning Building and Development
Room 166, Noel C. Taylor Municipal Building
215 Church Avenue, S.W.
Roanoke, Virginia 24011
Phone: (540) 853-1730  Fax: (540)853-1230

ARB Agent
Parviz Moosavi, Historic Preservation Planner
Phone: (540) 853-1522
E-mail: parviz.moosavi@roanokeva.gov


*Please remember...*

The COA does not relieve the property owner from the responsibility of obtaining any other required permits. A copy of the Certificate must be submitted to the Development Assistance Center (DAC) for permitting. For more information contact the DAC at 853-1090. It is strongly suggested that you do not order or purchase any materials until ARB approval and required City permits are obtained.

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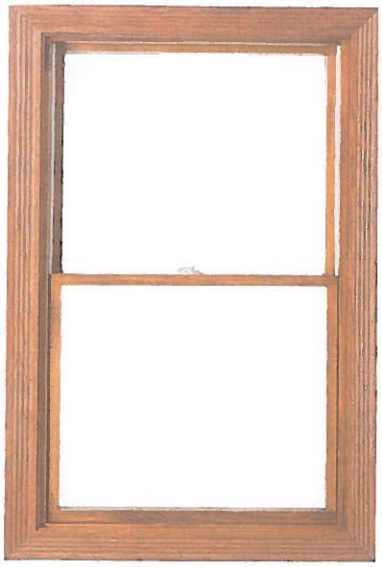
LOWE'S Open until 10PM!
S. Roanoke Lowe's

Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

# Pella 450 Series Wood Double Pane Annealed Double Hung Window (Rough Opening: 28.25-in x 62.25-in; Actual: 27.5-in x 61.5-in)

Item # 131719 Model # 748171605319

No reviews



ONLY AT LOWE'S

$273.60

1 ADD TO CART

SAVE SHARE

**Ships to Store FREE**

Ready for pickup on 11/09/2016 at S. Roanoke Lowe's

**Delivery**

Ready for delivery on 11/09/2016 at S. Roanoke Lowe's

Get 5% OFF* Every Day or 6 Months Special Financing**

$299 Minimum purchase required. Subject to credit approval. Offers cannot be combined. Get Details

# Product Information

## Description

- Advanced Low-E energy-saving glass
- Beautiful wood interior with low-maintenance EnduraClad exterior
- Both sashes tilt for easy cleaning of exterior glass from inside your home
- Cam-action locks provide a superior seal against drafts and leaks
- Custom sizes and color-matched grilles are also available via special order
- For more product details refer to the specifications tab

## Specifications

| | |
|---|---|
| **Actual Height (Inches)** | 61.5 |
| **Actual Width (Inches)** | 27.5 |
| **Jamb Depth (Inches)** | 2.69 |
| **Series** | 450 |
| **Interior Color/Finish** | Unfinished pine |
| **Exterior Color/Finish** | White EnduraClad |
| **Hardware Color/Finish** | Champagne |
| **Paintable** | ✓ |

| | |
|---|---|
| **Lock Type** | Cam |
| **Nail Fin** | Applied |
| **J Channel** | N/A |
| **Mulling** | N/A |
| **Wood Jamb Extension** | 4-9/16-in |
| **Number of Locks** | 1 |
| **Ventilation Latches** | N/A |
| **Tilt Mechanism** | Compression |
| **High Altitude Rated** | ✕ |

| | |
|---|---|
| Color/Finish Family | White |
| Frame Material | Wood |
| Grid Type | N/A |
| Grid Width | N/A |
| Grid Profile | N/A |
| Grid Pattern | N/A |
| Argon Gas Insulated | ✓ |
| Glass Strength | Annealed |
| Obscure Glass | × |
| Frame Profile | Flat |
| Screen Included | None |
| Screen Type | N/A |
| Screen Frame Type | N/A |
| Balance System | Block and tackle |
| Tilting | ✓ |
| Warranty | 20-year |
| Lowe's Exclusive | ✓ |
| Project Type | New construction |
| Meets Egress Requirement | × |

| | |
|---|---|
| Hurricane Approved | × |
| Miami Dade Approved | × |
| Sound Transmission Control (STC) Rated | ✓ |
| Florida Product Approved | ✓ |
| Design Pressure (DP) Rating | 40 |
| Texas Department of Insurance Approved | ✓ |
| U Value | 0.3 |
| Meets CA Forced Entry Requirements | ✓ |
| Solar Heat Gain Coefficient (SHGC) | 0.3 |
| Works with Iris | × |
| Grid Included | × |
| ENERGY STAR Certified Northern Zone | × |
| ENERGY STAR Certified North/Central Zone | ✓ |
| ENERGY STAR Certified South/Central Zone | × |
| ENERGY STAR Certified Southern Zone | × |
| Rough Opening Width (Inches) | 28.25 |
| Rough Opening Height (Inches) | 62.25 |
| Glazing Type | Double pane |

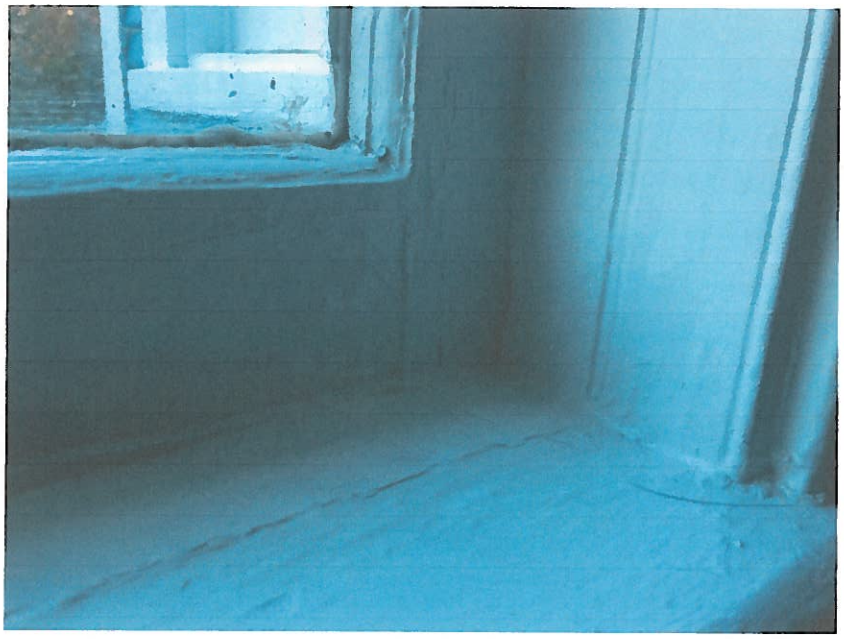
Crack in the Master Bedroom window.

Break in one of the parlor room windows. Previous owner attempted to repair with tape.

Exterior shot of a window that has been painted shut. This image is consistent among the majority of windows.

Here is another picture of a window's exterior that has been painted shut.

Interior shot of a window that has been painted shut. This is again consistent throughout the house.



A second interior shot showing a window that has been painted shut.

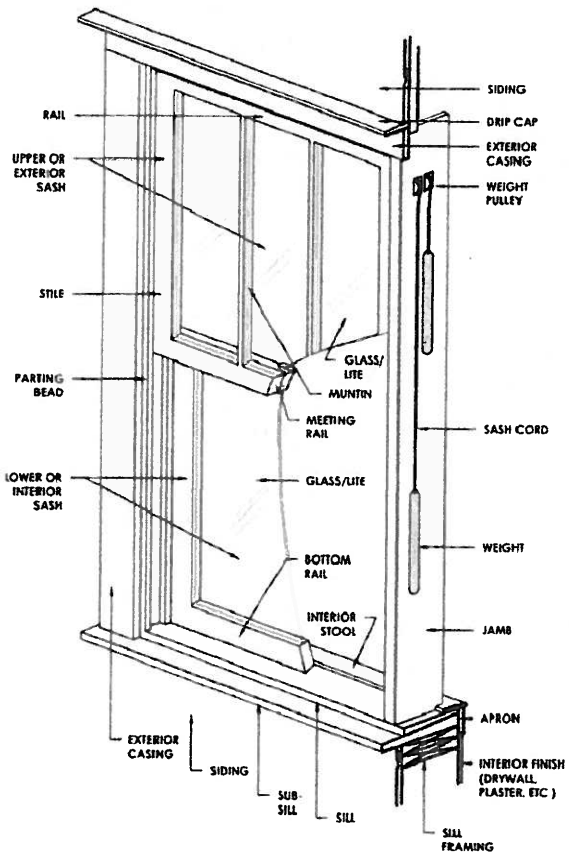
Provided is a sample of pictures taken demonstrating two broken windows and showcasing how the majority of windows throughout the house have been painted shut. Presently, only the windows that have been added to the house by a previous owner in recent years have the ability to open. Furthermore, none of the windows in three of the bedrooms have the capability to open. If the ARB requires more images, we would be happy to comply.

| | |
|---|---|
| COA— _____ | Date Received: _____ |
| Applicant Name: HOGAN | Received by: _____ |

# Window Survey Form

| Have | Basic Requirements |
|---|---|
| ☑ | 1. Photographs or drawing of each elevation of the structure, with all the window openings on each elevation numbered. |
| ☑ | 2. Photographs of each window opening *numbered* corresponding to the photographs or drawings from #1. |
| ☑ | 3. Condition Evaluation of each window (see reverse). |
| ☑ | 4. Proposed window design (casement, fixed, etc.) , pattern (3/1, 6/6, 1/1, etc.) , materials (wood, vinyl, clad, etc.), etc. Specify if different for certain openings. |
| ☑ | 5. Proposed window product brochure/information that includes the company's depiction or photograph (not wind load information) of actual windows. We need to know what they look like on the exterior. |
| ☐ | 6. Other _____ |

***ALL* window openings** on the structure should be assigned a ***number*** and ***described*** under the same number on the back of this sheet. Even those not being replaced should be assigned a number, however a photograph of those windows is not necessary, note on the second page that you aren't looking to replace that window number.




Windows in ***pairs*** *or* ***groupings*** should be assigned **separate** numbers. Windows in dormers and small fixed windows *should* also be included, but *not* door sidelights or transoms associated with a door.

On the second page, describe the issues and conditions of *each* window in detail, referring to the specific parts of the window (see diagram to the left). The photographs can be from the interior, exterior, or both. *Additional close-up photographs*, showing evidence of window condition, **MUST** be provided to better document problem areas.

The Planning and Development Department's evaluation and recommendation is based on deterioration/damage to the window unit, and associated trim. Broken glass and windows that are painted shut are not necessarily grounds for approving replacement.

| | |
|---|---|
| Total Number of Window Openings on the Structure | 27 |
| Number of Historic Windows on the Structure | 23 |
| Number of Existing Replacement/Non-Historic Windows | 4 |
| Number of Windows Completely Missing | Ø |
| Total Number of Windows to be Replaced | 19 |

COA— _____ Date Received: _____

Applicant Name: HOGAN Received by: _____

# Window Survey Form—Window Condition Report

| Window # | Window Condition |
|---|---|
| 1 | crawl space 1 NR |
| 2 | Front - front parlor missing weight & sash cord painted shut (R) |
| 3 | side - front parlor broken glass painted shut (R) |
| 4 | side - back parlor painted shut (R) |
| 5 | interior - back parlor NR |
| 6 | mudroom replacement window inconsistent with era (R) |
| 7 | downstairs bath painted shut (R) |
| 8 | back - dining room missing sash cord painted shut (R) |
| 9 | side - dining room painted shut (R) |
| 10 | Foyer NR |
| 11 | Landing painted shut (R) |
| 12 | Guest bedroom missing sash cord painted shut (R) |
| 13 | Front - front bedroom broken sash cord painted shut (R) |
| 14 | Side - Front bedroom painted shut (R) |
| 15 | side - mid bedroom broken sash cord painted shut (R) |
| 16 | interior - mid bedroom NR |
| 17 | side - office replacement window inconsistent with era (R) |
| 18 | corner - office replacement window inconsistent with era (R) |
| 19 | back - office replacement window inconsistent with era (R) |
| 20 | Guest bath painted shut (R) |

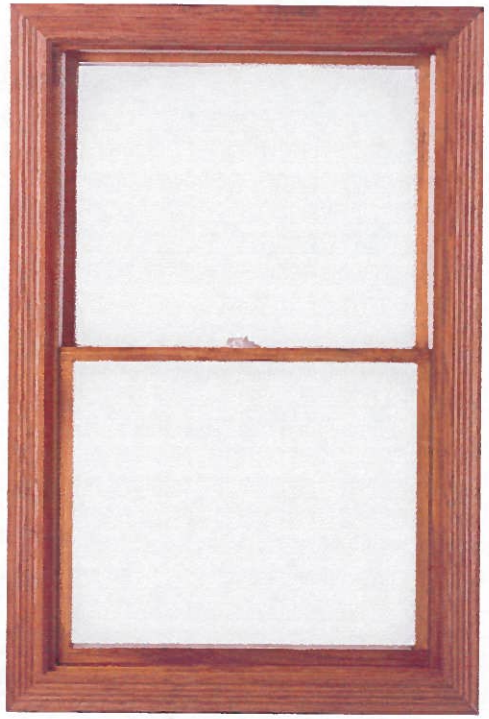
| Window # | Window Condition |
|---|---|
| 21 | Master bath painted shut (R) |
| 22 | side - master bedroom broken glass painted shut (R) |
| 23 | Front - master bedroom painted shut (R) |
| 24 | Attic - right NR |
| 25 | Attic - center NR |
| 26 | Attic - left NR |
| 27 | crawl space 2 NR |
| 28 | |
| 29 | |
| 30 | |
| 31 | |
| 32 | |
| 33 | |
| 34 | |
| 35 | |
| 36 | |
| 37 | |
| 38 | |
| 39 | |
| 40 | |

NR - not replacing

(R) - replacing

# Pella 450 Series Wood Double Pane Annealed Double Hung Window (Rough Opening: 32.25-in x 54.25-in; Actual: 31.5-in x 53.5-in)

Item # 141452 Model # 748171605401 (3 Reviews)



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$259.87

1

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Subject to credit approval. Offers cannot be combined. Minimum purchase required.
Offer valid 11/24/16 – 11/30/16.

Get Details >

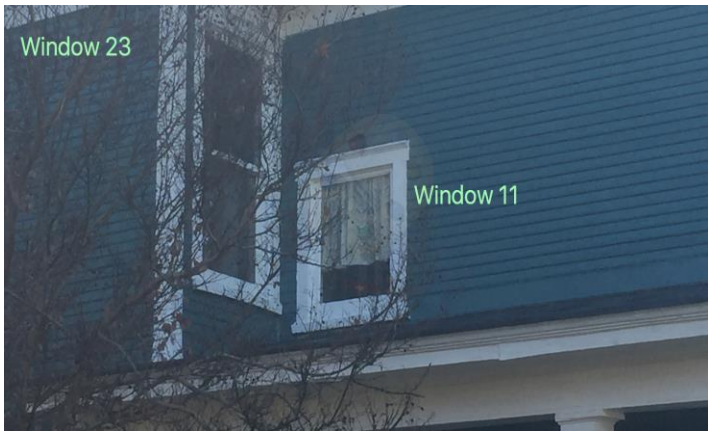
Window Survey Pictures:

Front of the house, first level with window: 2

Second and third level of the house.

Side of the house, first level.

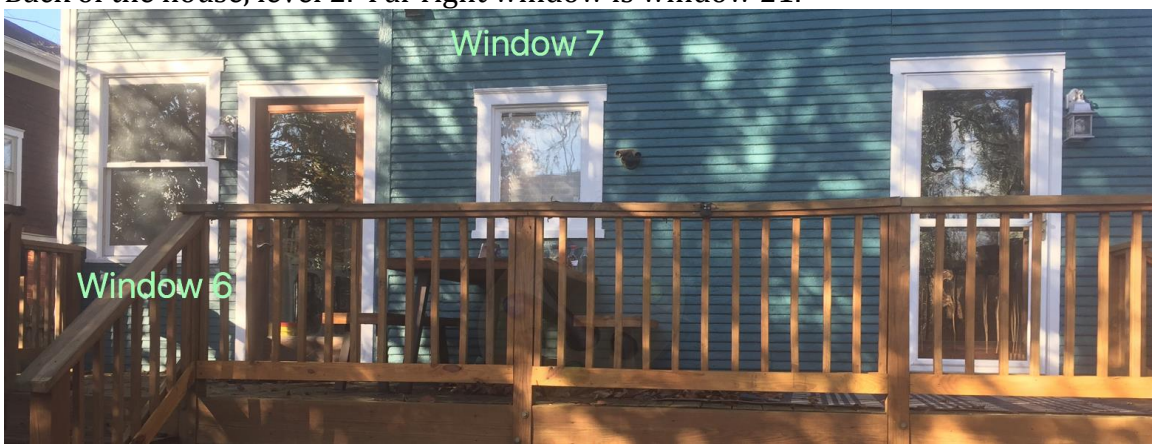
Side of the house, second level



Side of the house, second level

Window on the first level facing towards the back of the house

Back of the house, level 2.  Far right window is window 21.



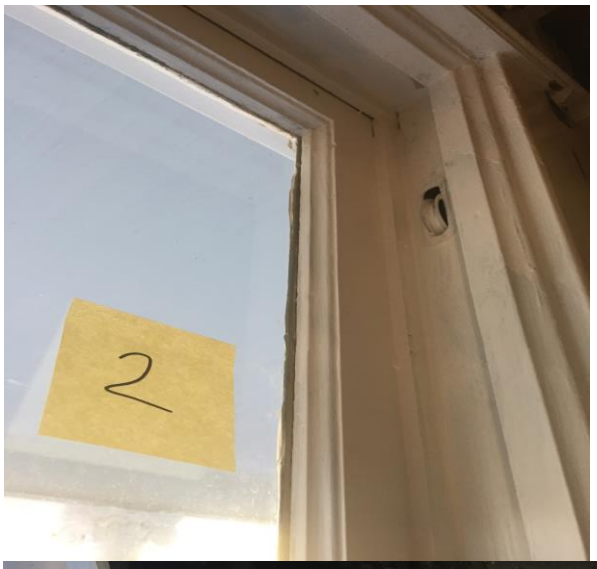

Back of the house, level 1

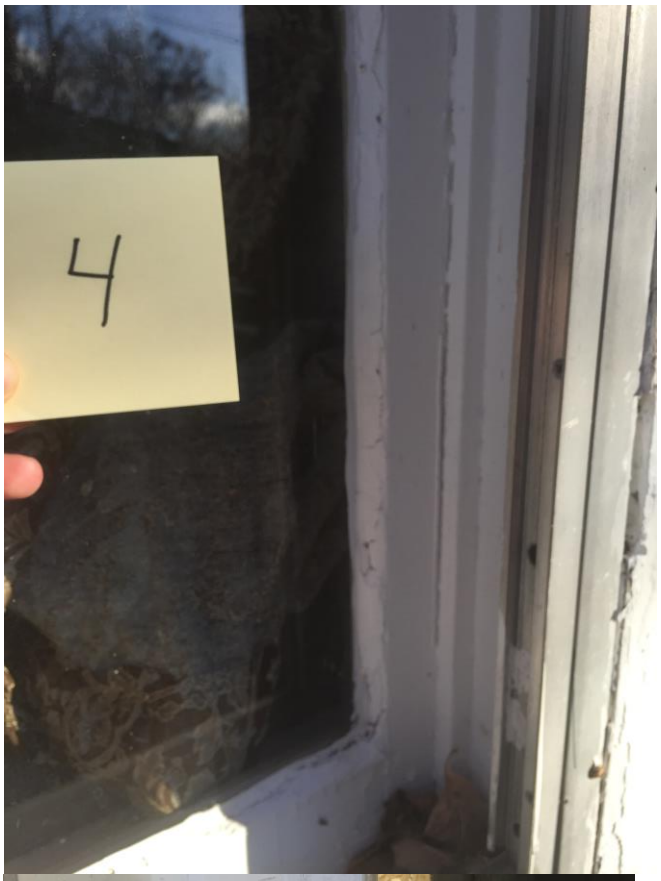
Side of the house, first level

Side of the house, second level (sorry, picture is at an odd angle due to proximity to my neighbors home.)

Window Survey Assessment Part 1

Each window is labeled to correspond with the Window Survey Form.

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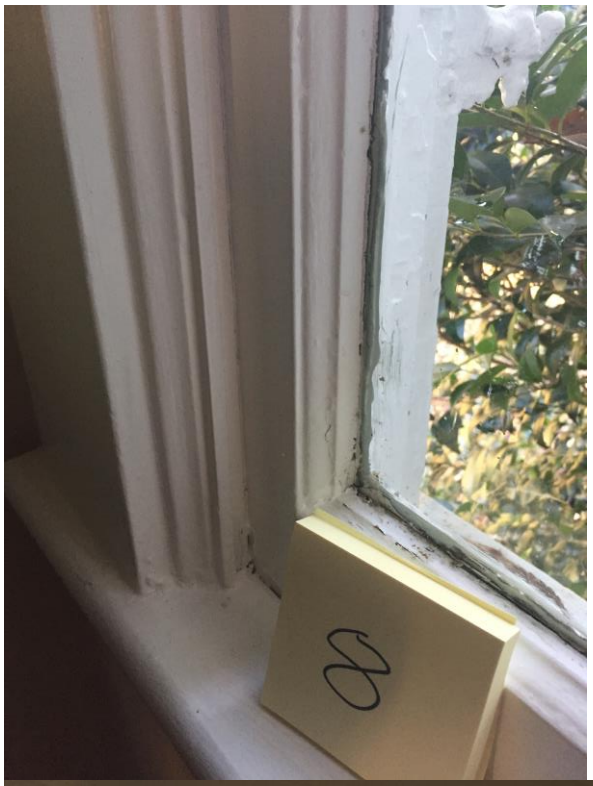
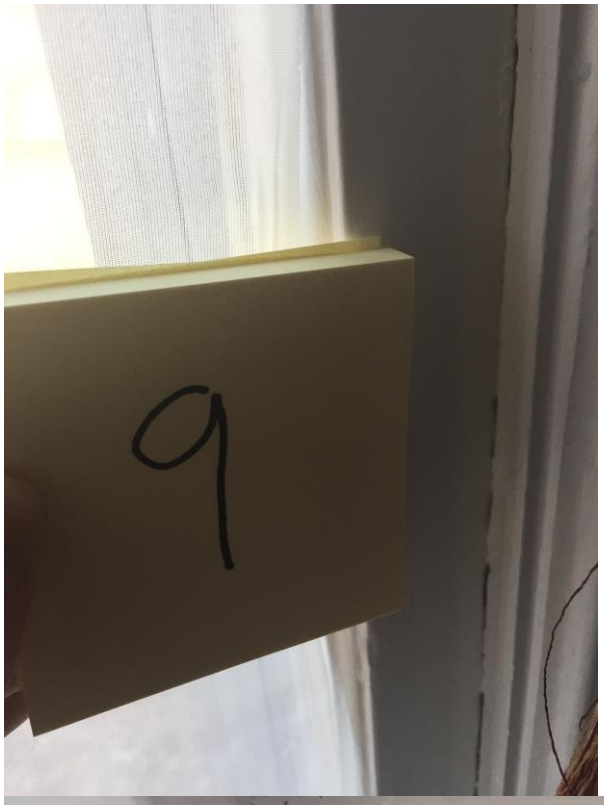
6

7

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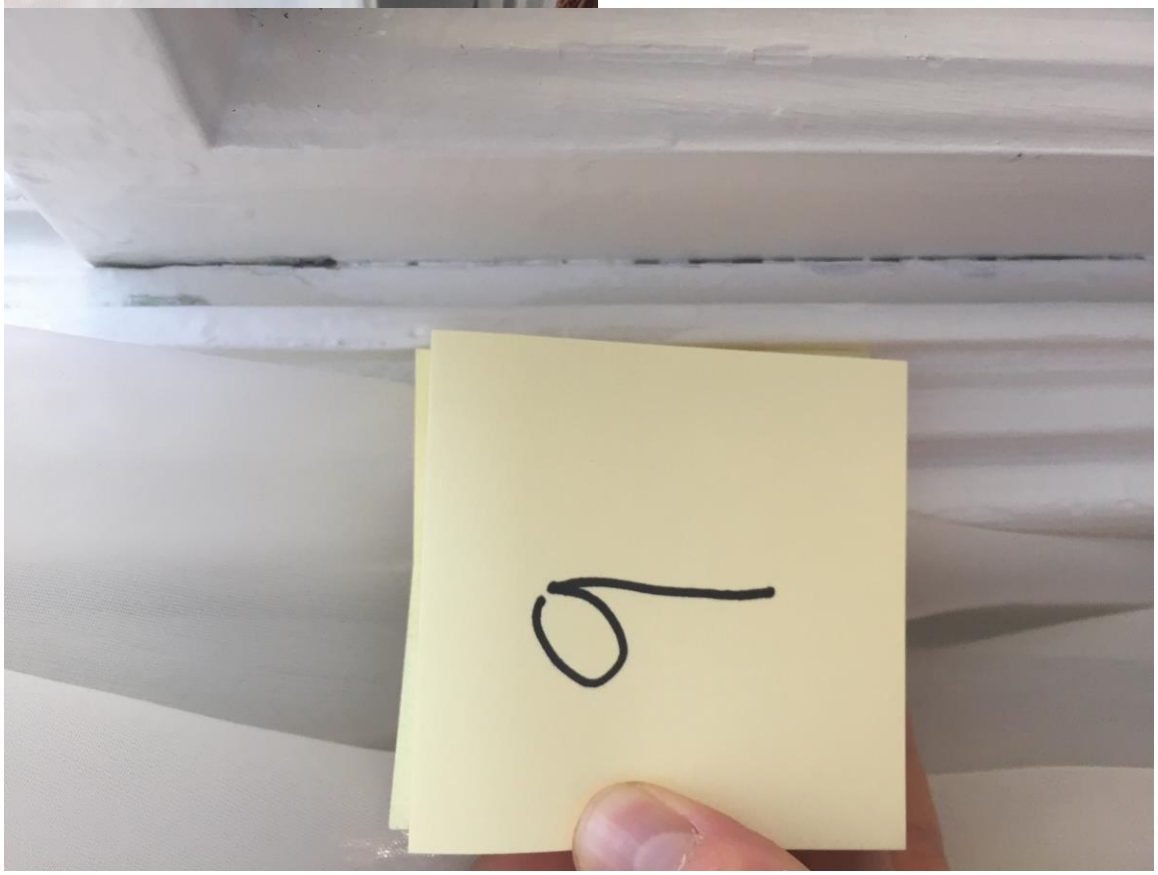
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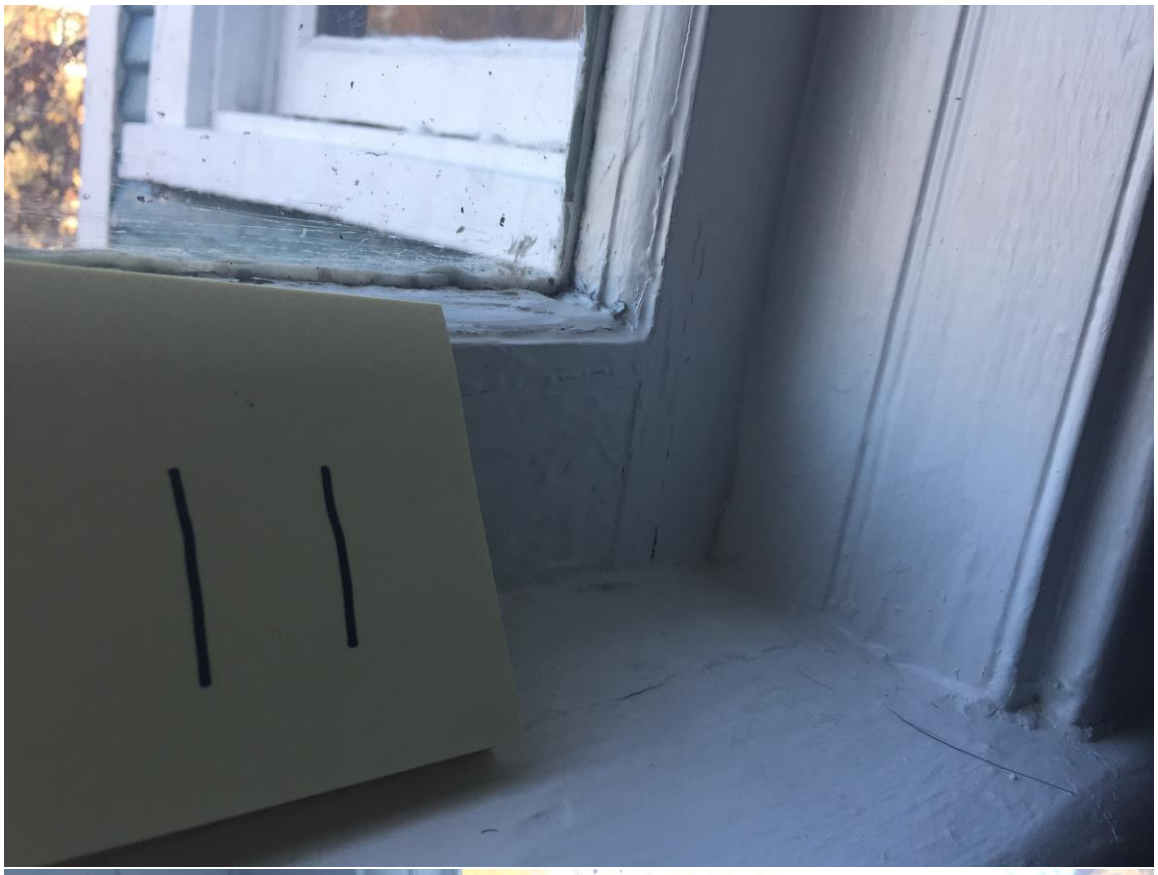

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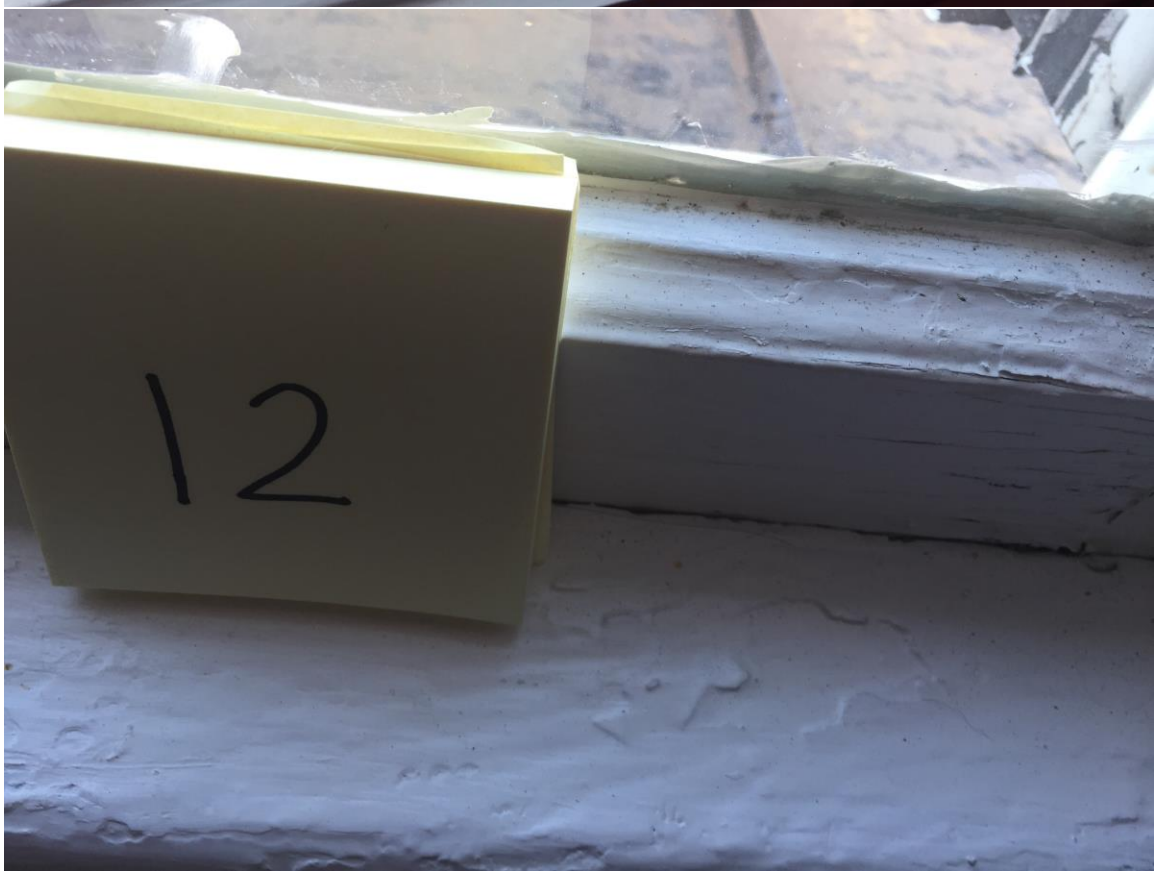
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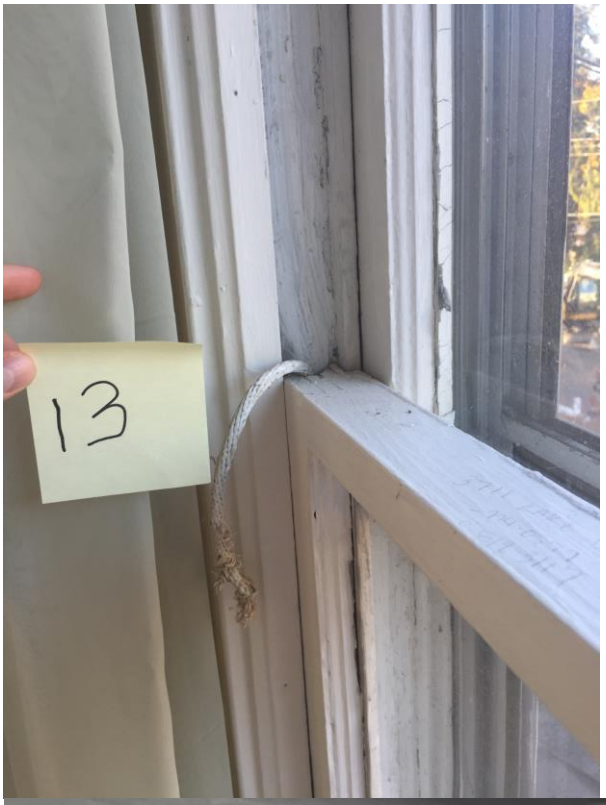
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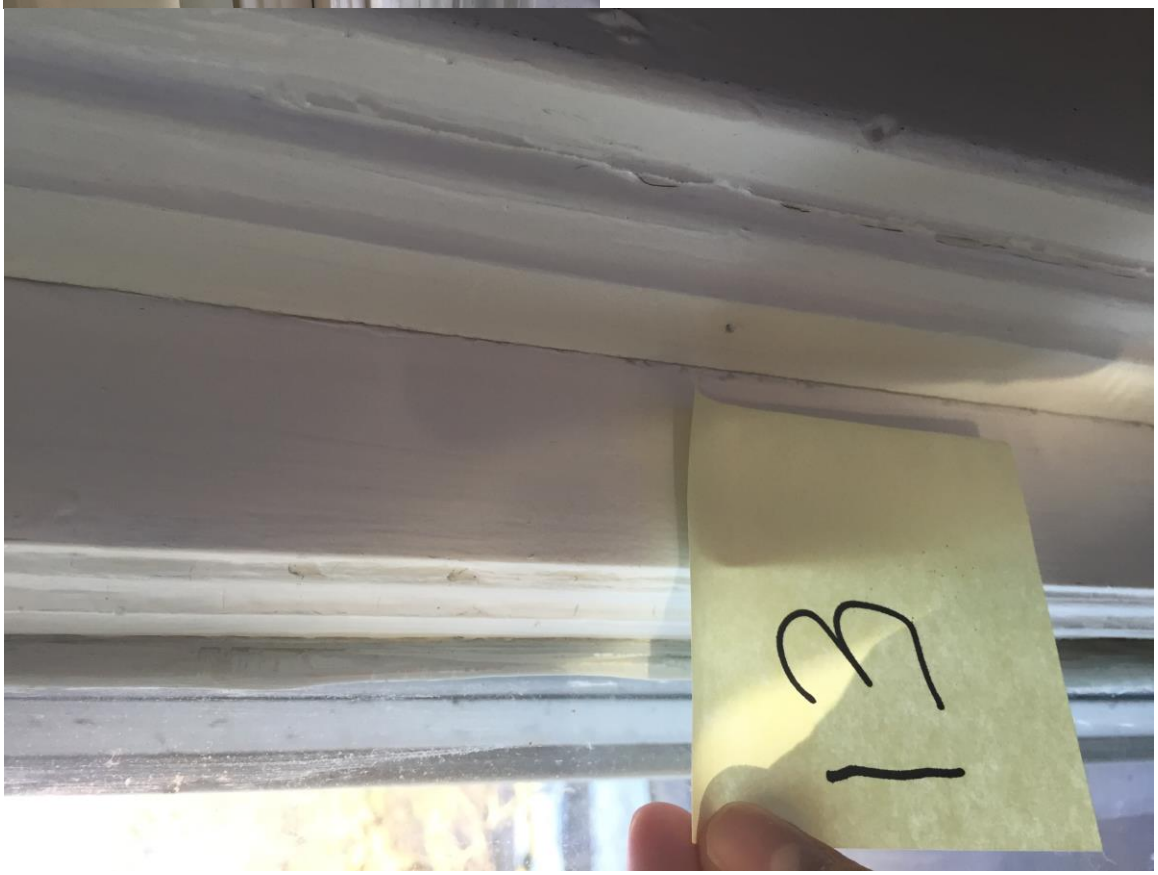
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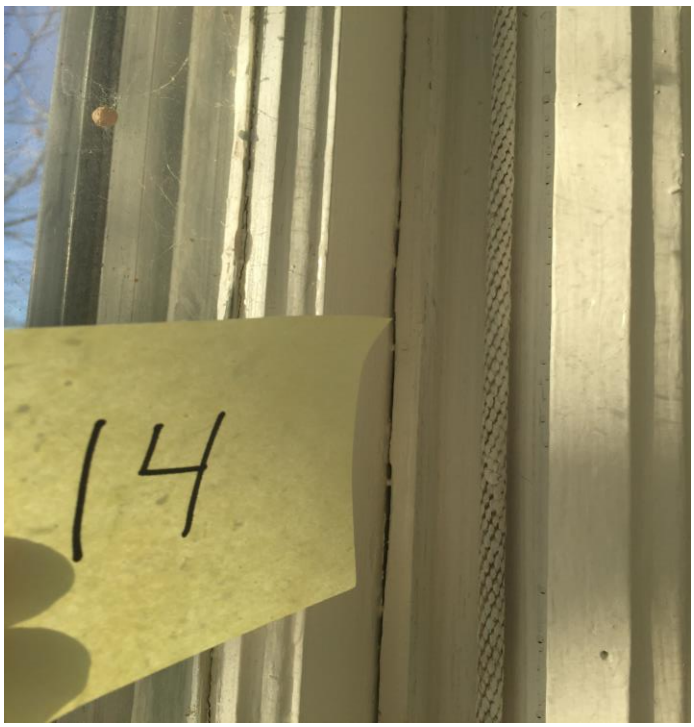
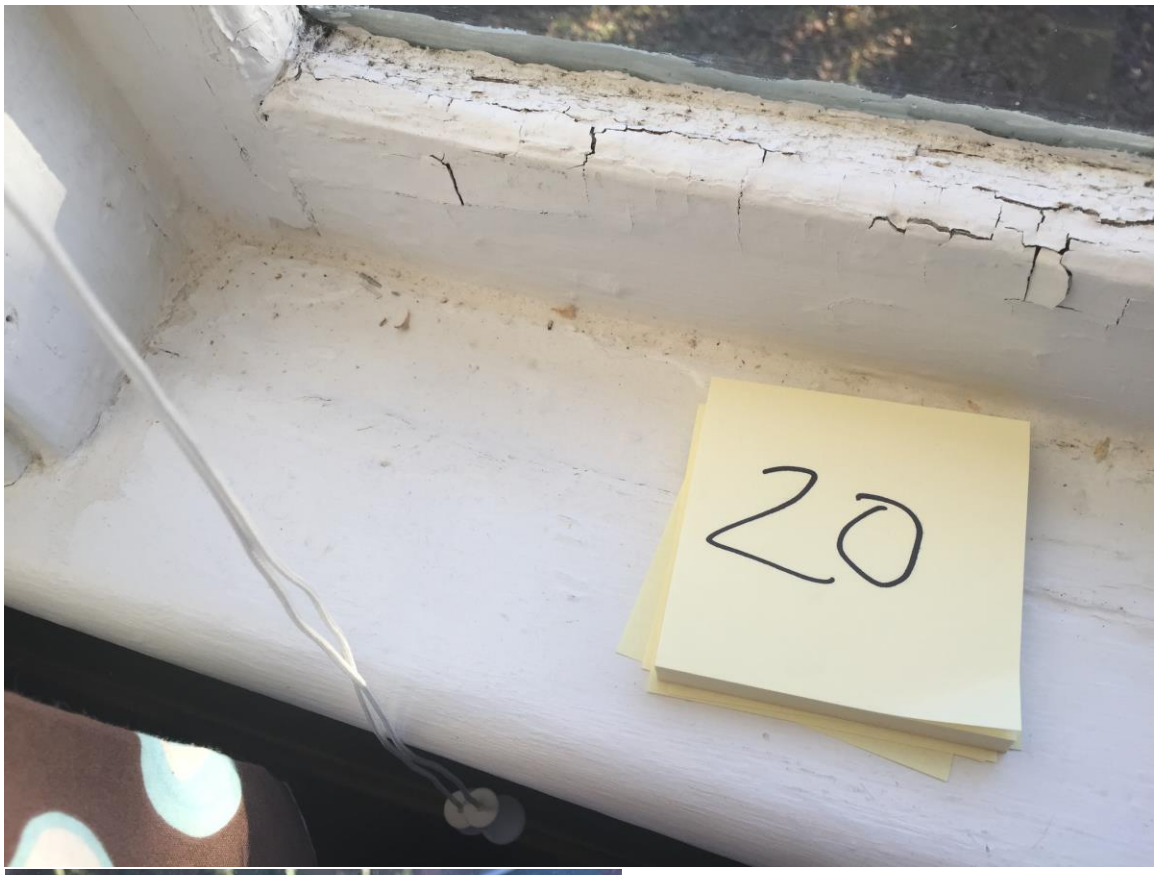

14

17

18

19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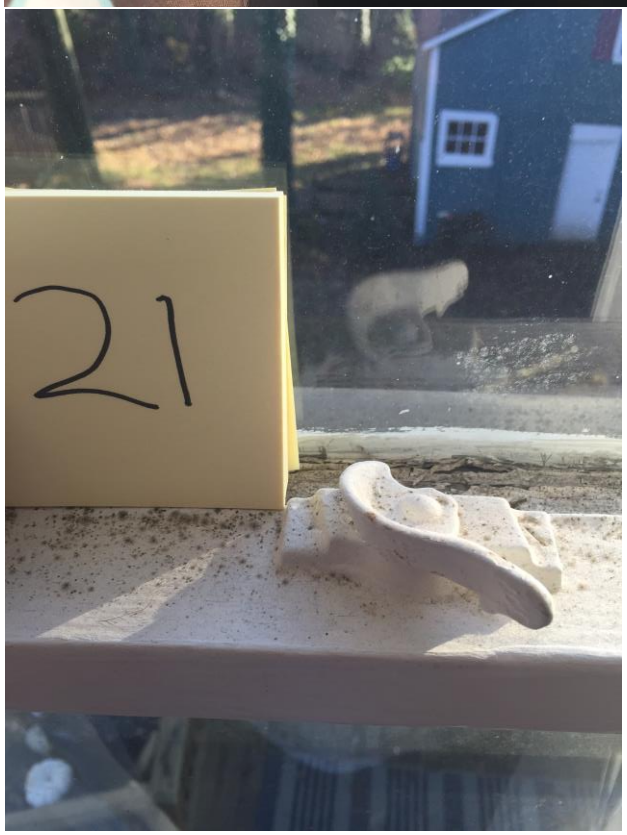
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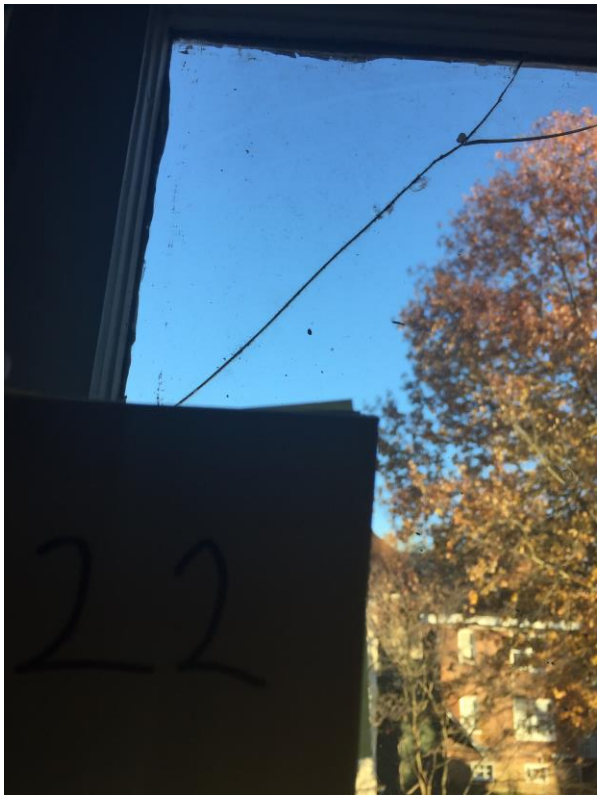
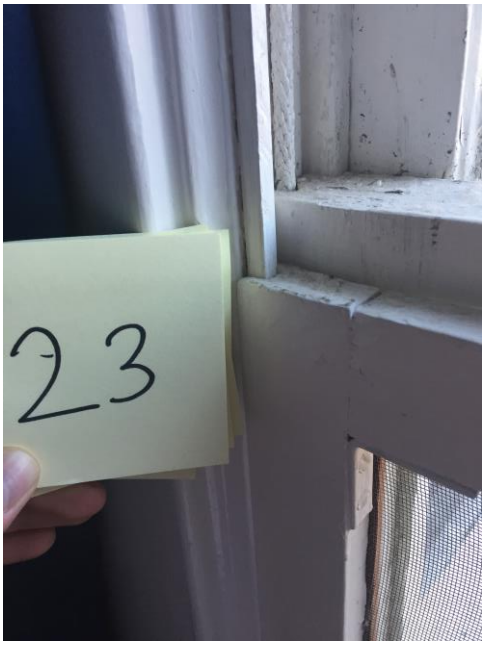



Above is window 22.




This completes the photos of the windows showcasing our assessment of them. Some of the windows appear to not be painted shut from the inside, but they are painted shut on the outside. Some of these windows are on the second level and I was unable to get an outdoors shot of them. If you desire additional photos, please let us know and we will provide them. Thank you.

**618 Woods Ave SW (Official Map No. 1140110)**

**AGENDA ITEM IV. C.**

**PLANNING BUILDING AND DEVELOPMENT**
Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 166
Roanoke, Virginia 24011
540·853·1730 fax 540·853·1230
planning@roanokeva.gov

December 8, 2016

Mrs. Katherine Gutshall, Chair
and Members of the Architectural Review Board
Roanoke, Virginia

Dear Members of the Board:

Subject: **501 Marshall Avenue, S.W. (Official Map No. 1113531)**
Request from 5th & Marshall, LLC, represented by Geoffrey A. Straughn, to install a new 16" tall by 36" wide building mounted sign next to the existing overhead door located on the south side of the building on Marshall Avenue, S.W.

**Background:**

The subject historic building (ca. 1930) located on a property at a prominent corner of 5th Street, S.W., and Marshall Avenue, S.W., was developed as a one-story commercial structure. The building is located within the H-2 Historic District and all exterior building alterations including signs are subject to a review/approval by the ARB prior to obtaining a permit from the City Permit Center.

The subject property consists of a one-story brick commercial structure, located at the Northwest corner of 5th Street, S.W., and Marshall Avenue, S.W. The subject structure has a painted brick façade, aluminum frame storefronts with a flat roof and currently includes several commercial spaces.

The applicant is requesting a review and approval of a new 16" tall by 36" wide aluminum building mounted sign to be installed above the existing overhead door and below the existing gooseneck light fixture at the western section of the building's exterior along Marshall Avenue, S.W.

The proposed aluminum sign will have a white color background, black color letterings and a logo that includes a yellow color diamond-shape background with a traffic light image. The sign is proposed to have a 1-1/2" thick aluminum frame, painted in a dark bronze color.

The subject property is located within the Downtown (D) zoning district and the proposed sign is in compliance with the required City Codes, Division 6, "Signs".

**Findings:**

Signs

ARCHITECTURAL DESIGN GUIDELINES FOR THE H-2 DISTRICT

Businesses and professional offices need signs for identification. To help maintain the H-2 District's residential character, signs for these uses must be both low-key and compatible with the architecture of the area. The type of sign used, as well as its size, placement, and design are all important considerations.

*IMPORTANT CONSIDERATIONS*

- Signs in residential neighborhoods are most appropriate when their design reinforces the character of the building they serve. Numerous oversized or obtrusive signs can easily overwhelm the residential character of a neighborhood.

  ***The one-story commercial structure includes a brick façade with aluminum frame storefronts. The sign is appropriately sized and does not overwhelm the character of the building or the neighborhood.***

*Types of Signs*

- Check local zoning restrictions regarding the number, size, location, and lighting of signs in residential and commercial areas.

  ***The proposed sign complies with the zoning requirements in terms of size and location. The existing gooseneck light fixture directly above the proposed sign location will be utilized during the evening.***

- Use a sign only to identify a business or professional office by name, not to advertise its range of products or services. Signs should be understated to avoid detracting from the overall residential character of the district.

  ***The sign identifies the business, does not advertise the range of products or services, and does not detract from the district's character.***

- Use a sign panel that is freestanding or attached to a building. Appropriate types include:
  - wall signs - attached to the exterior wall,
  - hanging signs - hung from a metal bracket or porch lintel,
  - low (3' high or less) freestanding signs, and tall (4'-6' high) freestanding signs.

***The building mounted sign is proposed to be attached to the existing building's brick facade. The method of attaching the proposed sign should be provided to include drilling into the brick mortar, not to damage façade,***

*Location*

- Signs may be located either on the building's façade or freestanding in front yards. Signs located on buildings generally produce a less cluttered streetscape and should be the dominant sign type in the district.

  ***The sign will be located above an existing overhead door on the section of the recessed building façade and does not clutter the streetscape.***

- Locate wall signs on the wall adjacent to the entry door. Buildings with multiple commercial tenants should have a directory sign with all tenants listed. Each tenant can be identified by floor or suite number.

  ***The proposed sign faces Marshall Avenue, S.W., and will be placed right above the overhead door on the west side of the building. A building directory sign will be proposed at a later time and will include the name of all businesses within the subject building.***

- Attach signs to buildings inconspicuously with attractive mounting hardware and in a manner that will do the least permanent damage to building materials.

  ***The sign must be attached to the brick mortar and not damage the brick façade.***

- Do not obscure or damage significant building elements, such as windows, cornices, or decorative details, when locating signs.

  ***The proposed sign does not obscure or damage any building elements.***

*Design and Shape*

- Signs should be compatible with the character of the building in their use of materials, size, and color, as well as location.

  ***The sign is proposed to be placed on an appropriate location and appears to be compatible with the building character and complement the building material and color.***

- The scale of signage should be dictated by the building that it serves. For attached signage, keep the size of the sign and its contents in scale with the feature on which it is installed.

  ***The proposed sign, including its contents, appear to be in scale with the subject building.***

- Keep the sign design simple in background, colors, lettering, and mounting structure.

  ***The proposed sign is keeping within the above-mentioned statement.***

*Materials*

- Use appropriate but durable materials and details for signs, such as:
  - marine-grade exterior plywood, with banded or sealed edges,
  - iron or pressure-treated wood posts, masonry (for low freestanding signs), and all non-masonry elements primed and painted.

  ***The sign appears to be made of a durable material, consisting of 1-½" thick aluminum frame.***

*Color and Lettering*

- Relate the colors of the sign to those of the building. Sign colors need not match architectural paint colors, but they should be complementary. Wood posts should match the color of porch columns or corner boards. Wrought-iron elements should be painted black or a similar dark color.

  ***The sign colors appear to complement the building colors.***

- Choose simple lettering that is:
  - easy to read in terms of size and style,
  - appropriate to the character of the business, and
  - compatible with the character of the building.

  ***The signs comply with the above-mentioned statement.***

- Do not use more than three colors on any one sign, unless the design is in character with the building.

***A white color background and black letterings are proposed for the sign itself. The business logo has a yellow background with an image of a traffic light. The proposed sign appears to comply with the above statement.***

**Staff Comments:**

The proposal includes a new 16” tall by 36” wide building mounted sign to be installed right above the existing overhead door located on the southwest section of the building along Marshall Avenue, S.W. The proposed sign and logo appear to be consistent with the H-2 Design Guidelines, except for the method of attaching the proposed sign to the brick mortar. The applicant should clarify the proposed attachment method ensuring no damage would be caused to the existing brick façade.

Staff recommends approval of the application with a condition that the application is amended by the applicant at the ARB meeting to include the proposed method of attaching the sign to the existing painted brick façade with no damage to the brick.

Parviz Moosavi, ARB Agent

H-2, Historic Neighborhood Overlay District

# Application for Certificate of Appropriateness

RECEIVED
NOV 03 2016
CITY OF ROANOKE
PLANNING BUILDING & DEVELOPMENT

Date of Application: 10/10/16

Site Address: 501 E MARSHALL AVE SW (E)

Property Owner:

Name: 5TH & MARSHALL, LLC

Address: 1946 BRIDGE LN SW

City: ROANOKE State: VA Zip Code: 24018

Phone Number: 540-537-4506 E-Mail: camsmaps@gmail.com

Owner's Representative (if applicable):

Name: GEOFFREY A STRAUGHN, MANAGING PARTNER

Address: SAME

City: State: Zip Code:

Phone Number: 540-537-4506 E-Mail:

Application Prepared By:

Current Use: ☐ Single-Family ☐ Two-Family (Duplex) ☐ Multifamily ☐ Townhouse ☑ Commercial

If Commercial, Describe Use: WAREHOUSE

Project Type: ☐ Roof ☐ Porch ☐ Windows and Doors ☐ New Construction ☐ Signs ☐ Walls and Fences ☐ Parking and Paving ☐ Demolition ☐ Other: SIGN

*PLEASE USE ATTACHED SHEET FOR PROJECT DESCRIPTION.

Acknowledgement of Responsibility: I understand that all applications requiring review by the ARB must be complete and must be submitted before application deadlines; otherwise consideration will be deferred to the following meeting. I agree to comply with the conditions of this certificate and all other applicable city regulations and to pursue this project in strict conformance with the plans approved by the ARB. I understand that no changes are permitted without prior approval by the City.

Signature of Property Owner: Geoffrey A Straughn Date: 10-10-16

*Section Below to be Completed by Staff*

Certificate Number:

Approval By: ☑ ARB ☐ Agent

Other approvals needed:

Tax Parcel Number: 1113531

☐ Zoning Permit ☐ BZA/Planning Commission

Base Zoning District: D / H-2

☐ Building Permit ☐ Other _____

Agent, Architectural Review Board: Date:

H-2, Historic Neighborhood Overlay District

# Detailed Project Description

Site Address: 501 E MARSHALL AVE SW

Property Owner: 5TH & MARSHALL, LLC

Project Description:

Additional information to be submitted:

- [ ] Photographs
- [ ] Site Plan
- [ ] Elevation Drawings
- [x] Sample, Photograph, or Catalog Pictures of Proposed Material
- [ ] Other:

J.Q. & G. INC. COMPANY
501 Marshall Avenue SW
Roanoke, VA 24018

To: "parviz.moosavi@roanokeva.gov" <parviz.moosavi@roanokeva.gov>,
Cc:
Bcc:
Subject: RE: JQG Sign
From: Paul Omiyo <JQGIII@outlook.com> - Friday 11/18/2016 12:31 PM

Paul Omiyo RE: JQG Sign

1 attachment

JQG_SIGN.PDF

Parvis, Please see attached. The revised sign specifics are indicated below:

- Location will be on the 501-E side above the roll up garage door, below the light, and right above the solder course
- Material will be aluminum
- Dimensions 36" x 16" (Within the 16" the sign has been a located space as shown on the attachment)
- The boarders will be approx. 1.5" with a dark bronze color as discussed with Jeff.

Please let me know if you need anything else.

Thank You!

Regards!

Paul Omiyo
Owner/President
Cell:540.588.7625
www.jqginc.com

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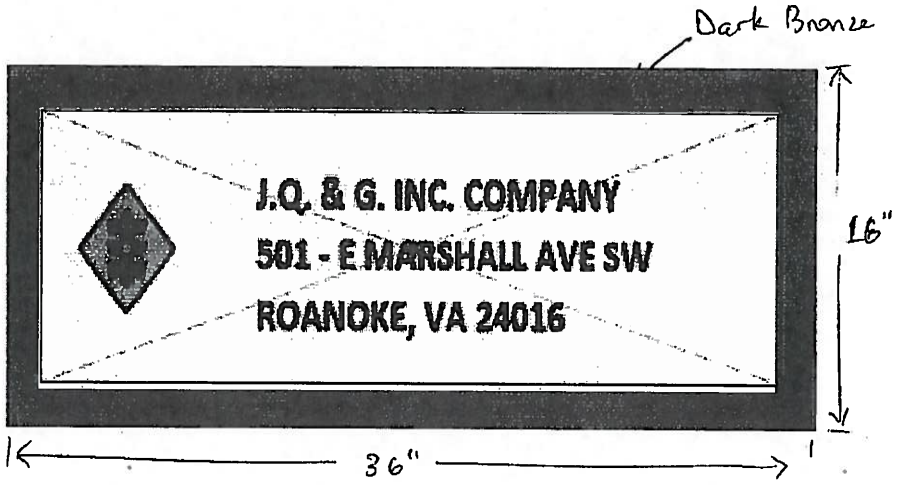
Dark Bronze
J.Q. & G. INC. COMPANY
501 - E MARSHALL AVE SW
ROANOKE, VA 24016
16"
36"

**501 Marshall Ave., S.W. (Official Map No. 1113531)**