



MEMORANDUM

TO: Historic Preservation Commission Members

FROM: Linda M. Nesselrodt, Zoning Administrator/Historic Preservation Coordinator

DATE: March 27, 2026

SUBJECT: April 6, 2026 HISTORIC PRESERVATION COMMISSION SPECIAL MEETING

The Staunton Historic Preservation Commission will hold a special meeting on **Monday April 6, 2026** at **12:00 p.m.** The meeting will be held in person at City Hall in the Rita S. Wilson Council Chambers: however, remote access via Zoom will be provided for any applicant, upon request. The public also has the option to listen to the meeting via the website, please visit the City of Staunton website, by using the following link: <https://www.ci.staunton.va.us/government/public-meetings>. There will not be a field trip prior to the meeting.

=====

A G E N D A

1. Call to Order _____
2. Moment of Silence _____
3. Historic Preamble _____
4. Approval of February 24, 2026 Meeting Minutes _____
5. New Business
 - a. CERTIFICATE OF APPROPRIATENESS
June Frinks & Sally Burger
116 N. Madison Street
Replace Metal Shingle with Standing Seam Metal Roof _____
 - b. CERTIFICATE OF APPROPRIATENESS
Trinity Church
William Frazier
214 W. Beverley Street
Install Handicap Accessible Ramp and
Fence and Wall Revisions _____

c. CERTIFICATE OF APPROPRIATENESS

Historic Staunton Foundation
Frank Strassler
654 E. Beverley Street
Remove Concrete Sidewalk

6. Old Business

a. CERTIFICATE OF APPROPRIATENESS

Katherine Van Slyck & Timothy Fontaine
Phillip Ballurio, Sun Day Solar
815 W. Beverley Street
Solar Installation on Dwelling and Garage Roof

7. Other Business

8. Adjournment



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STAUNTON HISTORIC PRESERVATION COMMISSION**February 24, 2026****5:30 p.m.****Council Chambers**

PRESENT: **Deneen Brannock, Chair**
 Michael Brown, Vice Chair
 Carter Lively
 Dennis Blanton
 Alexander Avery

ABSENT: **All Present**

ALSO PRESENT: **Linda Nesselrodt, Historic Preservation Coordinator**
 Frank Strassler, Historic Staunton Foundation
 Brad Arrowood, City Council Liaison
 Meggie Taylor, Clerk to Historic Preservation Commission

Ms. Brannock called the meeting to order: “As Chair, I call this meeting of the Staunton Historic Preservation Commission to order. I note that this meeting is being broadcast over the city’s cable channel and streamed live on the city’s website so that members of the public may hear our meeting and participate virtually. The meeting is also being recorded.”

MOMENT OF SILENCE

The moment of silence was observed.

HISTORIC PREAMBLE

Mr. Lively read the historic preamble.

APPROVAL OF MINUTES

Mr. Blanton moved to approve the minutes of the February 5, 2026 meeting.

The motion was seconded by Mr. Brown and approved as follows:

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	abstained	Mr. Lively	aye
Mr. Blanton	aye		

NEW BUSINESS**a. **CERTIFICATE OF APPROPRIATENESS******Daniel Brian & Lacey Dean****330 Sherwood Avenue****Replace Asphalt Shingle with Standing Seam Metal Roof**

These minutes are intended to summarize the meetings of the Staunton Historic Preservation Committee. Full recordings of each meeting can be found on the [City’s YouTube page](#).

Discussion:

Ms. Lacey Dean, appearing virtually, shared the details of their project that were included in the agenda packet. Mr. Strassler noted he had nothing to add from his review. There were no questions from the commission.

Recommendation: HSF recommends approval of the COA. The roof is covered with asphalt/composite shingles that have reached the end of their expected lifetime.

Motion:

Mr. Blanton made a motion to approve the Certificate of Appropriateness at 330 Sherwood Ave. as submitted, for the installation of a traditionally detailed standing seam metal roof.

Citing: Staunton Historic District Guidelines: Guidelines for Existing Buildings - Elements J. Roof

The motion was seconded by Mr. Avery and carried as follows:

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye	Mr. Lively	aye
Mr. Blanton	aye		

b. CERTIFICATE OF APPROPRIATENESS

Matthew Lanahan

18 Church Street

Install Stove Pipe in Garage Roof/Add Mini Split

Discussion:

Mr. Lanahan shared details of the project as included in the agenda packet. Mr. Strassler shared his report. There were no questions from the commission.

Recommendation: HSF recommends approval of the COA. The HVAC mini split condenser will be placed at the east end of the garage and is not visible from the street. However, it must be noted that the chimney will be clearly visible from Washington Street.

Motion:

Mr. Avery made a motion to approve the Certificate of Appropriateness at 18 Church Street for the installation of a contemporary chimney and ground mounted min-split condenser. The HVAC mini split condenser will be placed at the east end of the garage and is not visible from the street.

Citing: Staunton Historic District Guidelines: Guidelines for Existing Buildings - Elements J. Roof

The motion was seconded by Mr. Lively and carried as follows:

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye	Mr. Lively	aye
Mr. Blanton	aye		

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94

95

96 **OLD BUSINESS**

97 None.

98

99 **OTHER BUSINESS**

100 None.

101

102 **ADJOURNMENT**

103

104

105 The Chair adjourned the meeting at 5:38 p.m.

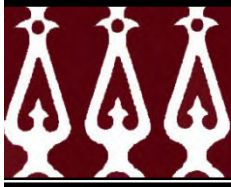
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109

Meggie Taylor
Clerk to Historic Preservation Commission



Historic Staunton Foundation
20 South New Street
Staunton Virginia, 24401
www.historicstaunton.org

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

March 19, 2026

Certificate of Appropriateness

Install Standing Seam Roofing, Replace Gable Shingles and Trim, Gutters

116 North Madison Street

Newtown Historic District

Existing Condition: Built between 1884 and 1899 this is a two story, two bay, frame house with a complex gable and hip roof. The roof is covered with metal embossed shingles and includes two brick masonry chimneys. Wide overhanging eaves with fascia include brackets. Gutters are half round with round down falls. The projecting gables are filled with wood shingles and include a flare at the base.

Wood, German siding with corner boards covers the exterior. Windows consist of molded wood trim, casings, and wood, two over two double hung sash. An asymmetrical single-story porch connects to the side of the front projecting bay, wrapping around to the south projecting bay. The porch includes a standing seam, hip roof with bracketed eave and posts. The square posts are chamfered between the implied capital and base. The balustrade includes turned prickets fixed under a molded top rail and joined with a bird's mouth joint to the base rail.

The 1976 architectural inventory photo indicates the gables were covered with patterned shingles and included round ventilators centered in the gable. Noted as a Queen Anne style house on the 1976 inventory form, this house is similar to many in Staunton that are also influenced by the Shingle Style. The variety of textures and inclusion of multiple/eclectic stylistic elements is a hallmark of the Queen Anne Style. Note how the roof and gables emphasize shingles.

The historic Sanborn Insurance Maps indicate the house had a wood shingle roof between 1894/1899 and 1914. Between 1914 and 1921 the roof was changed to metal. Significant additions were made to the house before 1921.

Proposed Work:

Please review the application.

- *Replace metal shingle roof with standing seam metal roof.*
- *Replace 5-inch half round metal gutter with same.*
- *Replace wooden shakes with metal standing seam on front water table and left side eyebrows to at Gable bases.*
- *We have contracted with Baber Enterprises for new roof- gutters.*
- *Upper metal shingle roof will be replaced with standing seam metal.*
- *Lower front and side standing seam metal roof will be replaced with same. Wooden shake areas will be replaced with metal standing seam.*
- *Roof metal panels will be Englert 24 gauge, 17 inches between seams. 1 staggered row of Berger RT 300 snow guards will match roof color. Any vent installation will be on rear.*

We have lived at 116 N Madison St for 39 years, and have loved every minute of it!

Our metal shingle roof (likely 140 years old) has served us well and is still in relatively good shape, but we are proactively replacing it before problems might develop. We suspect the gutters are original also, but are not faring quite so well.

There are three small wooden shake areas (two "eyebrows" at the base of our left gable, and a "watertable" at the base of our front gable) that have always been problematic, i.e., shakes blowing off, curling, etc. Just as we feel it would be impractical to go back with a metal shingle roof, we feel it would be impractical to go back with using wooden shakes on these areas. We would like to cover these areas with standing seam metal. Our Contractor Rep, Chuck Mills, concurred wholeheartedly, and was adamant about the significantly enhanced durability of metal over wood, adding how the consistency of all metal will tie the aesthetics of our house together.

There are many examples of standing seam metal roofs with metal eyebrows and watertables on houses in Staunton, and we very much would like our house to Join them.

Discussion:

The Secretary of Interior Standards for Rehabilitation state:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

See the Staunton Historic District Guidelines: <https://www.ci.staunton.va.us/home/showdocument?id=1672>

Guidelines for Existing Buildings – Elements **G. Architectural Details & Trim**

Decorative elements like window and door surrounds and caps, columns and piers, railings, carved porch and cornice trim, and brackets as well as masonry decorative elements and patterns, and metal roof cresting and finials, are all examples of details that add richness and integrity to the design of historic buildings. Some of these items are more exposed to the effects of weather and deteriorate, or they are removed because of the difficulty of accessing and maintaining them or finding replacements.

GUIDELINES:

1. Historic architectural detailing should be maintained and preserved rather than removed, simplified, and/or replaced.
2. If the detailing is deteriorated beyond repair, it should be duplicated using historic building materials wherever possible or using an acceptable substitute which **matches the historic in composition, design, color, texture, and other visual qualities.**
3. Any missing details should match the historic as closely as possible and be based on physical evidence and/or historic photos.

G. Architectural Details & Trim – Continued

Inappropriate Treatments:

4. Do not remove architectural details that are character-defining features of the building.
5. Detailing which was not historically used on a building, or which represents another architectural era, should not be added to the building. This includes brackets, columns, dormers, dentils, shutters, cupolas, etc., that are sometimes added in an attempt to dress up a building or to make it appear older than it actually is.

Guidelines for Existing Buildings - Elements **H. Cornices, Parapets, & Gutters**

1. Retain original cornices and parapets that define the architectural character of the historic building.
2. Keep the cornice or parapet well-sealed and anchored, and maintain the adjoining gutter systems and flashing to ensure against water entry.
3. Repair rather than replace existing cornice or parapet elements. If these elements are too deteriorated, match original materials, details, and profiles in kind. Do not remove elements, such as brackets or blocks that are part of the original composition without replacing them with new ones of a like design.
4. Replace any missing cornices or cornice or parapet components based on physical evidence and/or historic photos.
5. Inspect the entire gutter system carefully every year. Clean out existing gutters and downspouts, and provide ongoing maintenance to prevent blockages that may cause water retention and deterioration.
6. Ensure that gutters are installed with minimal slopes to ensure that water runs off and does not stand in the gutter. One-quarter inch per 10 feet of gutter is the minimum pitch to use.
7. Replace gutters and downfalls according to the illustrations provided. In most instances, the historic profile of the gutter is a half round rather than an ogee, "K," square, or rectangular shape.
8. Make sure that new gutters and downfalls are of the appropriate size and scale. Larger gutters and downfalls may be needed when installed on roofs with large expanses of roof area to avoid overflow. Over time, this overflow can cause deterioration of the cornice and wall areas.
9. Ensure that the finish color is compatible with the overall color scheme for the building. Some more recent gutter materials may be finished with a baked-on enamel coating.

Inappropriate Treatments:

10. Do not remove cornice or parapet elements that are part of the original design of the structure.
11. Do not replace original trim with material that conveys a different period of construction or architectural style.
12. When installing gutters and downspouts, avoid the removal of historic material such as decorative cornice elements from the building.
13. Avoid having downfalls empty water next to the foundation. Slope the site away from the foundation, and add a splash block. A flexible downfall extension that is at least six feet in length and buried with the slope of the land would take the water even further from the foundation.

Guidelines for Existing Buildings – Elements J. Roof

One of the most important elements of a structure, the roof serves as the cover to protect the building from the elements. Its visibility, shape and materials make it one of the most important character-defining elements of a historic building. Good roof maintenance is critical for the roof's preservation and for the preservation of the rest of the structure.

Typical local historic roof materials include standing-seam metal and slate. The earliest buildings in Staunton's residential historic districts originally may have had wood shingle roofs, but because of fire risk, they were replaced with standing-seam metal roofs later in the 19th century. Many of the roofs of commercial buildings have sloped metal roofs. If the roof is hidden by a parapet wall, the roof may have been replaced with a built-up roof or a rubber membrane roof.

1. Retain original or historic roof materials, such as slate, standing-seam metal, or metal shingles, particularly when they are highly visible character-defining elements of the building.
2. Preserve original roof shapes and pitches.
3. Retain architectural features including chimneys, roof cresting, finials, dormers, cornices, and exposed rafter tails.
4. Repair of roof materials and elements should be made in kind with materials that duplicate the original materials.
5. Replace roof coverings when necessary by using new material that matches the original roof covering as closely as possible in composition, size, shape, color, and texture.
6. Place solar collectors, satellite dishes, and other antennae on less visible locations of the roof.
7. Place roof-mounted mechanical equipment behind a parapet wall or a screen integral to the building's architectural design, or locate them in setback locations away from the edge of the roof to minimize their visibility. (ADD types of screening by code)
8. Do not change the historic roof material to asphalt shingles or other non-historic materials if the original or a close facsimile is available.
9. Do not add dormers, vents, and skylights to roof if viewable from a primary elevation. They should be placed inconspicuously on rear sections of the building.
10. Do not replace a deteriorated historic roof with a material that does not have the same visual qualities as the original. For example, some current pre-coated metal roofs are designed for new industrial buildings with wide V-shaped snap lock seams. This type of installation does not replicate a historic standing-seam roof that has a thin raised seam at the joints created by mechanically or hand-folding and locking the seam.
11. Do not replace slate roofs if the material is not deteriorating. Leaks in slate roofs usually are due to the deterioration of associated flashing and fasteners or due to wood deterioration surrounding hidden gutters or cornices.
12. Do not paint metal roofs or install new pre-coated metal roofs with bright colors. More appropriate colors would be shades of gray, dark green, or black. See Chapter X. Guidelines for Painting for further guidance.

Recommendation:

HSF recommends approval of the COA. The roof is covered with metal embossed shingles including period rolled ridge caps. Note the application indicated the roof “*is still in relatively good shape.*” However, given the probable age and exhibited rust, this roof is probably at the end of its usefulness. Embossed metal shingles develop pin holes when not consistently maintained.

5. *Replace roof coverings when necessary by using new material that matches the original roof covering as closely as possible in composition, size, shape, color, and texture.*

Embossed metal shingles are manufactured and available.

- <https://www.berridge.com/products/shingle-systems/>
- <https://wfnorman.com/products/roofing/>
- <https://www.bestbuymetals.com/wp-content/uploads/2019/04/victorian-shingle-brochure.pdf>
- <https://www.truemetalsupply.com/> Adam Clark <adam@truemetalsupply.com> wrote: Frank, Thanks for reaching out and inquiring about the Victorian Shingle roof system. **The Victorian Shingles are \$359 per square.**

Services are available to repair existing roofs through application of coatings (might get about 10 more years)

- <https://embossedtinshingle.com/>

Rolled Ridge Caps:

- <https://www.oldworlddistributors.com/ridges-cresting-ridge-roll/>
- <http://www.bbsheetmetal.com/product/flashing/roof-systems/ridge-caps-or-hip-caps/>

While the embossed metal shingles are available, local quotes indicate the material is expensive to install. Standing seam metal roofs are historically contemporary with embossed metal shingles. Staunton’s historic districts include a multitude of homes from the late 19th Century and early 20th Century with standing seam metal roofs. The challenge is respecting the architectural style and emphasis of the Shingled appearance. Keep in mind, the adopted guidelines do not lead to a conclusion recommending replacement of shingle roofs with standing seam metal roofing.

V. Guidelines for Existing Buildings - Elements J. Roof

One of the most important elements of a structure, the roof serves as the cover to protect the building from the elements. Its visibility, shape and materials make it one of the most important character defining elements of a historic building. Good roof maintenance is critical for the roof’s preservation and for the preservation of the rest of the structure.

Typical local historic roof materials include standing seam metal and slate. The earliest buildings in Staunton’s residential historic districts originally may have had wood shingle roofs, but because of fire risk, they were replaced with standing-seam metal roofs later in the 19th century.

5. *Replace roof coverings when necessary by using new material that matches the original roof covering as closely as possible in composition, size, shape, color, and texture.*

10. *Do not replace a deteriorated historic roof with a material that does not have the same visual qualities as the original. For example, some current pre-coated metal roofs are designed for new industrial buildings with wide V-shaped snap lock seams. This type of installation does not replicate a historic standing-seam roof that has a thin raised seam at the joints created by mechanically or hand-folding and locking the seam.*

Gable shingle flare and return cornice.

The application of shingles on these surfaces should be retained due to the intended emphasis of the Shingle Style. It is recommended that 1st grade cedar shingles be installed, cut to a width relative to the gable wall shingles above. The shingle flare and return cornice areas must be carefully flashed. Wood shingles must be installed over an airgap to allow moisture to evaporate. Historically this was done with skip sheathing.

Wood shingles installed over building wrap or tar paper without an air gap will trap moisture, causing the shingles to warp and fail. The failed shingles on the house appear to have been installed without an air gap and appear to be relatively wide. Products such as Cedar Breather or Slicker® rain screen are designed to provide a modern air gap for wood shingle installation.

1st quality, vertical grain Western Red Cedar shingles and well as other durable species such as Alaskan Yellow Cedar are available:

“Certi-cut ® Fancy Butt shingles are 5" wide and are manufactured from 16" and 18" lengths. Clear heartwood; 100% edge grain; no defects. Recommended for use on exterior and interior walls, roofs of 4:12 slope and steeper, wherever a decorative elegance is desired. Explore our range of Western Red Cedar shingles, including the finely crafted Certi-cut ® Fancy Butt shingles, known for their durability and distinctive aesthetic.”

<https://www.capitalforest.com/capital-forest-product/certi-cut-fancy-butt-shingle/>

<https://directcedarsupplies.com/products/siding-shingles/>

Alaskan Yellow Cedar R&R

Western Red Cedar R&R

Eastern White Cedar R&R

<https://shakertown.com/cedar-products/fancy-cuts-shingle/>

<https://benjaminobdyke.com/product/slicker-classic-rainscreen/>

Slicker® Classic Rainscreen

The vertically-channeled, three-dimensional matrix of Slicker® Classic provides a continuous space for drainage and drying, a thermal break, and pressure equalization — eliminating the threat of trapped moisture.

Slicker® Classic rainscreen has patented vertical channels that offer extra protection behind cladding or siding to keep water out of the wall assembly. This rainscreen product can be used without furring strips, making it a more time- and cost-efficient choice. Protect your product from moisture with a reliable water management system.

Gutters and Downspouts

The proposed in-kind replacement matches the existing and is appropriate for the period and character of the house.

Sample motion:

I move for approval of the Certificate of Appropriateness, for the installation of a traditionally detailed standing seam metal roof.

This motion is based upon the local guidelines stating, *“One of the most important elements of a structure, the roof serves as the “cover” to protect the building from the elements. Good roof maintenance is absolutely critical for the roofs preservation and for the preservation of the rest of the structure.”*

Guidelines for Existing Buildings - Elements J. Roof

8. Do not change the historic roof material to asphalt shingles or other non-historic materials if the original or a close facsimile is available.

10. Do not replace a deteriorated historic roof with a material that does not have the same visual qualities as the original. For example, some current pre-coated metal roofs are designed for new industrial buildings with wide V-shaped snap lock seams. This type of installation does not replicate a historic standing-seam roof that has a thin raised seam at the joints created by mechanically or hand-folding and locking the seam.

12. Do not paint metal roofs or install new pre-coated metal roofs with bright colors. More appropriate colors would be shades of gray, dark green, or black. See Chapter X. Guidelines for Painting for further guidance.

Staunton has a documented, historic tradition of standing seam metal roofs used on homes dating to the same period of architecture.

All chimneys are to be retained and properly flashed using step flashing set into mortar joints, not cut into the brick.

The new roof **will not incorporate visible ridge vents or caps along the hips or ridges.**

The pan will be flat without corrugations.

The new roof will not be a snap lock with wide V-shaped seams.

The new roof will utilize a 1” folded seam and the **seams will appear as a closed, locked, and folded seam.**

The gable shingle flare and return cornice elements will be retained and repaired with wood shingles appropriately specified and installed.

Guidelines for Existing Buildings – Elements G. Architectural Details & Trim

1. Historic architectural detailing should be maintained and preserved rather than removed, simplified, and/or replaced.

2. If the detailing is deteriorated beyond repair, it should be duplicated using historic building materials wherever possible or using an acceptable substitute which matches the historic in composition, design, color, texture, and other visual qualities.

3. Any missing details should match the historic as closely as possible and be based on physical evidence and/or historic photos.

Inappropriate Treatments:

4. Do not remove architectural details that are character-defining features of the building.

5. Detailing which was not historically used on a building, or which represents another architectural era, should not be added to the building. This includes brackets, columns, dormers, dentils, shutters, cupolas, etc., that are sometimes added in an attempt to dress up a building or to make it appear older than it actually is.

Gutters and Downspouts

The proposed in-kind replacement matches the existing and is appropriate for the period and character of the house.

LOCATION/OWNERSHIP		LEGAL DESCRIPTION	
Name of Structure _____		Account No. <u>128263-01</u>	
Street Address <u>116 N. Madison Street</u>		Assessor's Map No. <u>375</u>	
Present Owner(s) <u>June Frinks & Sally Burger</u>		Block & Lot <u>B-12</u>	
Mailing Address <u>Same</u>		Present Zoning <u>R-4</u>	
Present Use <u>Residence</u>		Accessible to Public <u>No</u>	
		Additional Surveys _____	

ORIGINAL USE	PHYSICAL DESCRIPTION
Original Use <u>Residence</u>	No. of Bays <u>2</u> No. of Stories <u>2</u>
Date of Construction <u>1884-1899</u>	Roof Type <u>complex gable & hip</u>
Source of Date <u>Estimate from map</u>	Porch Type <u>1 story around corner</u>
Date of Major Known Remodeling _____	Building Materials: Clapboards ☒ Brick ☐ Stone ☐
Source of Date _____	Stucco ☐ Shingles ☐ Board & Batten ☐
Architect or Builder <u>Unknown</u>	Other: <u>German siding</u>

Notable Architectural Features: <u>brackets under eaves, protruding 2 story bay with shingled gable; decorated bargeboard</u>	Date <u>4/76</u> Surveyed By <u>WTF</u>
Significant Interior Details: <u>Unknown</u>	Photograph Roll No. <u>3644</u> Neg. No. <u>17</u>
Significant Outbuildings or Landscape Features: <u>None</u>	

Architectural Style ☐ or Characteristics ☒ :

Greek Revival	☐
Gothic Revival	☐
Stick Style	☐
Italianate	☐
Queen Anne	☒
Chateausque	☐
Romanesque Revival	☐
Shingle Style	☐
Colonial Revival	☐
Beaux Arts	☐
Vernacular	☐
Other	☐

EVALUATION

Building Condition:

Excellent ☐ (3)
Good ☒ (2)
Fair ☐ (1)
Deteriorated ☐ (0)

Alteration of Original Design:

None or Minor ☐ (3)
Moderate ☒ (2)
Considerable ☐ (1)

Importance to Neighborhood:

Great ☐ (3)
Moderate ☒ (2)
Minor ☐ (1)

Incidence in Area:

Rare ☐ (2)
Frequent ☒ (1)

Architectural Value:

Outstanding ☐ (6)
Notable ☐ (4)
Worthy of Mention ☒ (2)

Associative Value:

National ☐ (3)
Regional ☐ (2)
Local ☐ (1)
Unknown ☒ (0)

TOTAL PRESERVATION VALUE: 9

Category: A ☐ (15-20) B ☐ (11-14) C ☒ (6-10) D ☐ (0-5)**OLD MAP REFERENCES:**

YEAR PAGE USE

1857 _____
1870 _____
1877 _____
1884 Lot is vacant.
1886 Area not included
1891 " " "
1894 " " "
1899 10 Dwg. (#104)
1904 10 " "
1909 7 " (#116)
1914 7 " "
1921 7 " "
1929 7 " "

Other: _____

OLD PHOTO REFERENCES:**BIBLIOGRAPHIC REFERENCES:****ADDITIONAL MAP INFORMATION:**

MAJOR ALTERATIONS: Rear left wing added and porch extended around corner 1904-1914; also small addition to rear.

DEED RESEARCH AND ADDITIONAL INFORMATION:

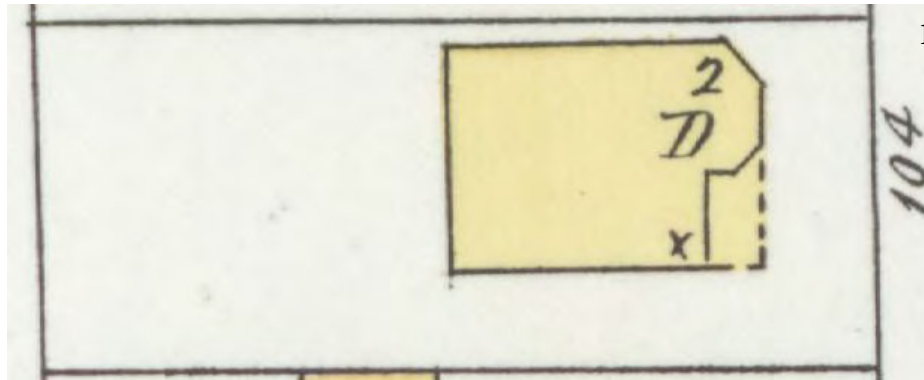






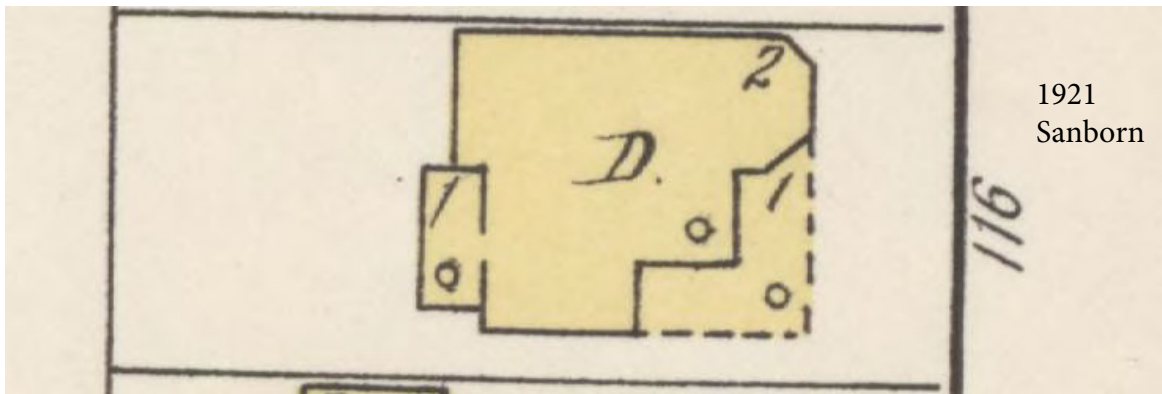
Excerpt from page 10, 1899 Sanborn Map. 116 North Madison was 104 in 1899.
The X noted on the drawing was used to indicate a wood shingle roof.

http://hdl.loc.gov/loc.gmd/g3884sm.g3884sm_g090771899



1899 Sanborn

Rear left wing added and porch extended: around corner 1904-1914; also small addition to rear.



1921
Sanborn



IMPORTANT NOTE: The complete application must be filed with the City of Staunton's Planning & Zoning Division no later than the first Tuesday of the month to be heard at that month's Historic Preservation Commission Meeting. Applications received after the first Tuesday of the month will be heard at the next month's meeting.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
City of Staunton, Virginia

Historic Preservation Commission
116 W. Beverley Street
Staunton, VA 24401
Phone: (540) 332-3862 Fax: (540) 332-3807

Location of property	116 N MADISON ST	Historic District	New town
Business Name			
Application Fee \$50 Paid	☒ YES ☐ NO		

Applicant/Property/ Owner Name (PRINT)	JUNE FRINKS SALLY BURGER	Representative Agent(s) Name	
Signature		First	
Mailing Address	116 N MADISON ST	Mailing address	
City/State/Zip	STAUNTON, VA 24401	City/State/Zip	
Phone/Fax Number:	[REDACTED]	Phone/Fax Number:	
	[REDACTED]	Email:	

(Check the appropriate boxes—CHECK ALL THAT APPLY)

☒	Exterior Change *		Addition		Relocation
	Wall/Fence		Deck/Porch		Demolition
	Driveway/Parking Area		New Structure/Building		Grounds/Landscaping
	Signage		Dumpster Screen		Other _____
(*)	Other New Roof		Other _____		Other _____

~~NA~~ The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historic Preservation Commission Meeting on the date listed above to present my proposal and that failure to attend may result in the denial of my proposal by the Commission due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Commission for any modifications to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval.

June Frinks / Sally Burger

SIGNATURE

03 - 02 - 26

DATE

PLEASE READ: Applicants are encouraged to submit complete applications with sufficient information to enable a clear understanding of the proposal by the Historic Preservation Commission members and staff. Incomplete applications that do not clearly communicate the proposed improvements or changes will be denied.

FULL DESCRIPTION OF PROPOSAL:

Replace metal shingle roof w/ standing seam metal roof.
Replace 5" half-round metal gutter w/ same.
Replace wooden shakes w/ metal standing seam on front
"watertable" and left side "eye-brows" (2) at gable bases.

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

(Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate not applicable and explain in the space provided why it is not necessary for this project)

NA Sketch, drawing and/or elevations showing the proposed changes or improvements
Not relevant

NA Site plan or plat of property
Not relevant.

☒ Photographs showing property, work in question, and the area of the proposed project
See booklet provided.

☒ Other (please list)

We have contracted with Baber Enterprises for new roof/gutters.
Upper metal shingle roof will be replaced with standing seam metal.
Lower front and side standing seam metal roof will be replaced with
same. Wooden shake areas will be replaced with metal standing seam.

☒ A list of materials that identifies the type and quality of materials to be used in the Proposed project

Roof metal panels will be Engler T 24 gauge, 17 inches between
seams. One staggered row of Berger RT 300 snow guards
will match roof color. Any vent installation will be on rear.

☒ One (1) paper copy of all information and materials for use by the Historic Preservation Commission members and staff in the review of this request (REQUIRED)

The Historic Preservation Commission meets on the fourth Tuesday of every month at 5:30 p.m. at City Hall, City Council Chambers. The applicant or an agent must attend the meeting to discuss the project. Sign applications are reviewed administratively and do not require attendance at a meeting.

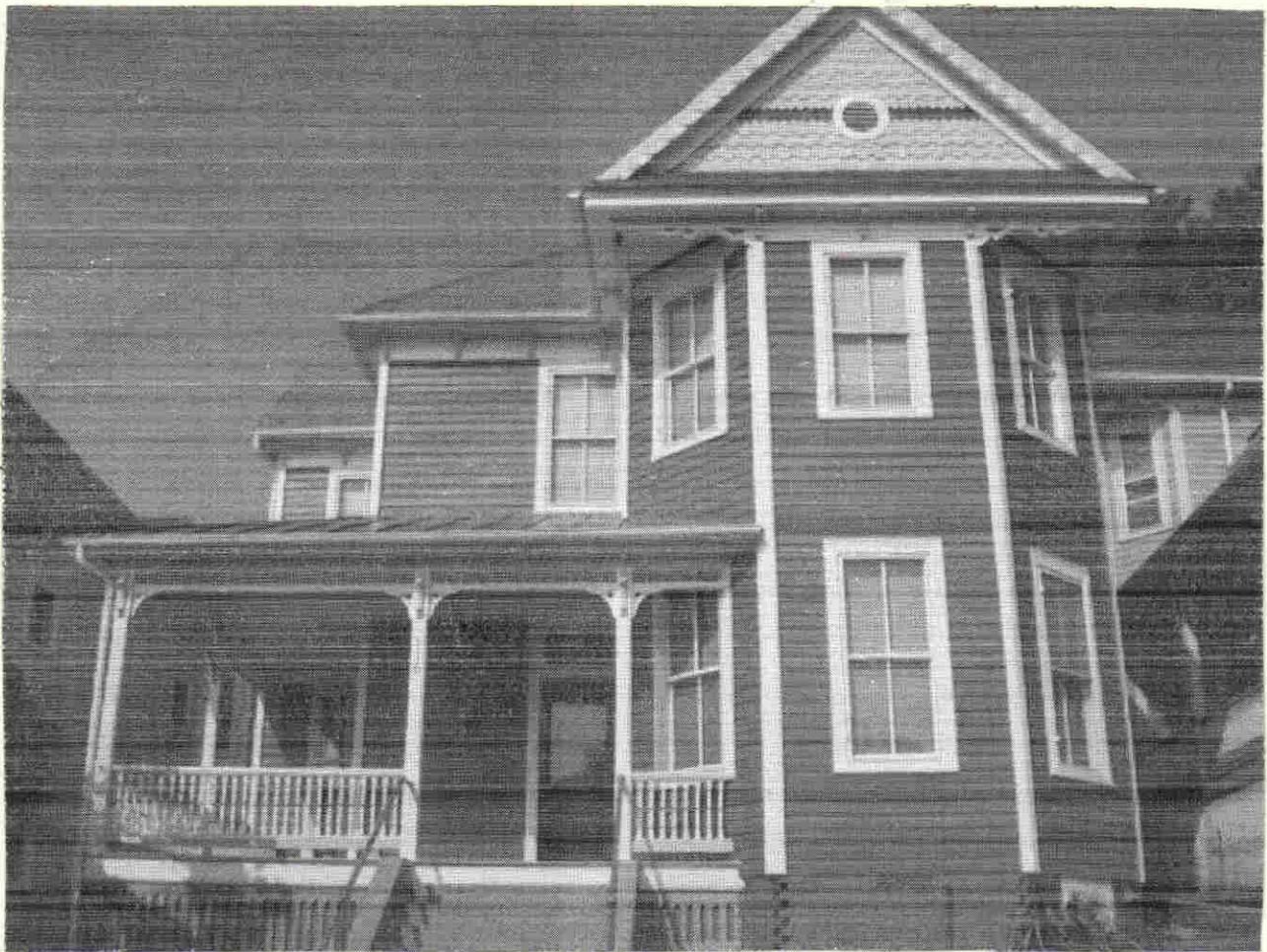
We have lived at 116 N Madison St for 39 years, and have loved every minute of it!

Our metal shingle roof (likely 140 years old) has served us well and is still in relatively good shape, but we are proactively replacing it before problems might develop. We suspect the gutters are original also, but are not faring quite so well.

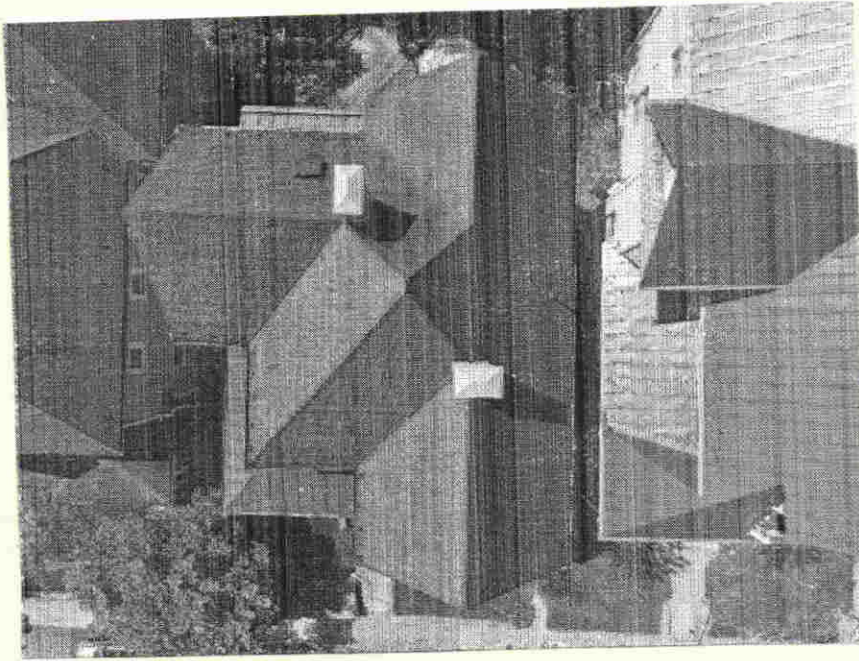
There are three small wooden shake areas (two “eyebrows” at the base of our left gable, and a “watertable” at the base of our front gable) that have always been problematic, i.e., shakes blowing off, curling, etc. Just as we feel it would be impractical to go back with a metal shingle roof, we feel it would be impractical to go back with using wooden shakes on these areas. We would like to cover these area with standing seam metal. Our Contractor Rep, Chuck Mills, concurred wholeheartedly, and was adamant about the significantly enhanced durability of metal over wood, adding how the consistency of all metal will tie the aesthetics of our house together.

There are many examples of standing seam metal roofs with metal eyebrows and watertables on houses in Staunton, and we very much would like our house to join them.

**116 N. MADISON ST
STAUNTON, VA**



OVERHEAD VIEW OF ROOF



PRESENT WOODEN SHAKE AREAS

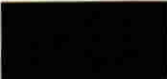
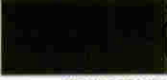
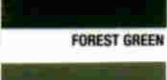
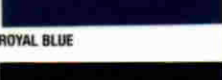
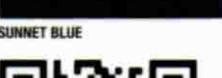
1 of 2 eyebrows →
below left gable



← Watertable below
front gable

HOUSE WHEN WE PURCHASED IN 1987

Roof
Color

					
DARK BRONZE	PITCH BLACK	DARK BLACK	MATTE BLACK	CHARCOAL GRAY	SLATE GRAY
					
MEDIUM BRONZE					DOVE GRAY
					
MANSARD BROWN					BURGUNDY
					
SIERRA TAN					COLONIAL RED
					
STONE WHITE					DEEP RED
					
BONE WHITE					TERRA COTTA
					
SANDSTONE					SLATE BLUE
					
HARTFORD GREEN					PACIFIC BLUE
					
FOREST GREEN					ROYAL BLUE
					
HEMLOCK GREEN					SUNSET BLUE
					
EVERGLADE MOSS					
					
PATINA GREEN					



Standard COLORS and COATINGS

PERMACOLOR 3500 PERMAMETALLIC 3500

Full Strength 70% Kynar 500®/Hylar 5000®

All colors available in Galvalume and Aluminum

To view current SRI values, please visit the Englert website.

Colors shown are close to actual finishes, however, due to the limitations of printing processes, slight variations may exist. Please contact Englert for actual color chips before ordering.



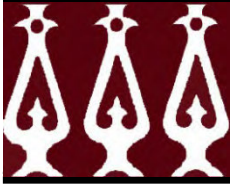



USGBC
MEMBER

			
GALVALUME PLUS	CHAMPAGNE	COPPER	PREWEATHERED GALVALUME



Gutters will be cream color - about the color of this page - matching trim.



Historic Staunton Foundation

20 South New Street
Staunton Virginia, 24401
www.historicstaunton.org

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

March 19, 2026

Certificate of Appropriateness

214 West Beverley Street - Trinity Church

**Alteration of Historic Iron Fence, Install Gate, Construct New Accessible Walk
Newtown Historic District**

Existing Condition: Established as the Augusta Parrish in 1746, the initial church and graveyard were constructed in 1764. The graveyard surrounding the 1855 – 1870 church buildings continue to evolve. Recent rehabilitation work included careful research and archaeology to discover the 1764 church foundation and location of unmarked graves. The fence and brick retaining wall surrounding the property were restored following the Secretary of Interior Guidelines.

From the Virginia Department of Historic Resources:

With its ascetic medievalism, Staunton's Trinity Episcopal Church in the Newtown Historic District well demonstrates the more serious side of mid-19th-century America's Gothic Revival. Built in 1855 as the third church of Augusta Parish, founded in 1746, the dark red brick building with its angle-buttressed tower stands in a tree-shaded colonial burying ground. Its original architect is believed to have been J. W. Johns, who designed buildings for the Virginia Theological Seminary. The church was enlarged in 1870 under architect William A. Pratt who also drew the plans for the 1872 rectory. Charles E. Cassell of Baltimore was engaged to make further alterations in the 1880s. The interior of Trinity Episcopal Church contains a noteworthy collection of stained-glass windows including works by the Tiffany studio. The parish's first church, formerly on this same parcel, temporarily housed the Virginia General Assembly after it fled Richmond during the Revolution.

Proposed Work: See application for drawings, photos, and descriptions.

Install a new handicapped accessible ramp:

This proposal is to construct a new handicapped accessible ramp that will go from the northern end of Church Street through the current fence to the only handicapped entrance at the front of Trinity Episcopal Church. This project is part of VA250 grant that the church received in 2025 from the Virginia Department of Historic Resources (OHR).

The ramp will be constructed of brick pavers laid over a gravel base of six to fifteen inches.

Remove a section of the historic fence:

The fence alterations will match existing, and the masonry wall base alterations will use two colors of brick that matches the size and color of existing along with matching mortar color as already used in a maintenance project of the entire brick wall, piers, and metal fence that surrounds the entire site completed in 2025.

Discussion:

http://www.nps.gov/history/hps/tps/standguide/rehab/rehab_standards.htm

The Secretary of the Interior's Standards for Rehabilitation:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related **new construction will not destroy historic materials, features, and spatial relationships that characterize the property.** The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Please see: <https://www.ci.staunton.va.us/home/showdocument?id=1672>

E. Possible Accessibility Solutions

A. Introduction

Historically, most buildings and landscapes were not designed to be readily accessible for people with disabilities. In recent years, however, emphasis has been placed on preserving historically significant properties and on making these properties—and the activities within them—more accessible to people with disabilities. With the passage of the Americans with Disabilities Act in 1990, access to properties open to the public is now a civil right. Planning for accessibility modifications should be a four-step process as identified in the Preservation Brief #32:

- Review the significance of the historic building and identifying its character- defining features.
- Assess the property's existing and required level of accessibility.
- Evaluate accessibility options within a preservation context.
- Select an accessibility option.

B. Review Historic Significance

Chapter II, D. Significance, Design Integrity, & Character-Defining Features contains information on determining the significance of a contributing historic building in the historic overlay district and on identifying its character-defining features. Make efforts to avoid negative effects on primary historic materials, elements, and spaces when designing and installing accessibility projects. Secondary spaces, materials, elements, and non-significant spaces can usually be modified without adverse effects to the historical significance and character of the property.

C. Assess the Property's Accessibility

To assess a historic building's barrier to accessibility on the exterior, study the property's parking, the site pathways, building entrances, slopes, grade changes, and doorway widths and weight. Once in the interior, study corridor/hall widths, locations of toilets and elevators, and any other restrictions. Become familiar with accessibility provisions of the building code that is used by the City and with the Americans with Disability Act Accessibility Guidelines (ADAAG) requirements. For further information, see: [https:// www.ada.gov/](https://www.ada.gov/)

D. Evaluate Accessibility Options

Once the above steps have been taken, design solutions that provide the greatest amount of accessibility while minimizing negative effects on significant historic materials, finishes, and elements. Projects can be phased depending on costs, and interim solutions can be considered until more permanent solutions are implemented. Accessibility priorities should be as follows:

1. Making the primary path, entrance, and main public spaces inside the building accessible.
2. Providing access to goods, services, and programs.
3. Providing accessible restroom facilities.
4. Creating access to amenities and secondary spaces.

E. Possible Accessibility Solutions

1. Building Site: Provide convenient parking and an accessible route to the entrance. Any slopes should be less than five percent, and routes should be clearly marked with signage.
2. Entrances: Since most older historic buildings were not designed to be accessible, they typically have steps, landings, and thresholds that the disabled may find challenging. By carefully regrading, adding a ramp, installing a lift, creating a new entrance, and modifying doors, hardware, and thresholds, solutions can be found.
 - a. Regrading: If the difference between the entrance and the surrounding site is minimal and the entrance is not highly significant, there may be the opportunity to regrade the area around the entrance so that the path/walkway is at the same elevation as the entrance. Do not destroy historic elements like steps when regrading; rather, bury them and level them in place.
 - b. Incorporating Ramps: This solution is the most common for creating an accessible entrance and should be carefully located and designed to minimize impact on the entrance and its materials. They can often be located behind entry cheek walls, railings, or landscaping to minimize their effect on the historic entrance. The steepest slope allowed is eight percent or one inch of rise for every foot of length. The landing at the entrance should be five feet by five feet. The design and material of the ramp should be compatible with the neighboring historic materials and is often constructed of wood, brick, or stone with metal railings.
 - c. Installing Wheelchair Lifts: These units can be used when the difference in height between the entrance and the path below is between three and 10 feet. A lift can be used when there is not enough room for a ramp. Their compact size limits their visibility, depending on location, and some models can extend underground to further limit their visibility. Disadvantages include that someone in the building must operate them, and their maintenance in an outdoor location can be problematic.
 - d. Considering a New Entrance: If no other solutions exist, it may be possible to locate a new accessible entry on a nearby secondary elevation or to convert a window into a door.
 - e. Retrofitting Doors, Hardware, & Thresholds: While historic doors should not be replaced or entrances widened, modifications may be possible if these historic features have already been changed or replaced. One of the most convenient alterations is to install an automatic opener while retaining the historic door. Offset hinges can also provide a bit more space if the door width is limited, and they can be combined with an automatic opener. Thresholds can be replaced with new models that meet accessibility requirements, and historically significant examples can have a bevel added to each side to reduce its height.
 - f. Consider an Addition: If part of a historic building rehabilitation includes a new addition, it may be the best location for designing an accessible entrance and interior features.
 - g. See Chapter VII, Q: Additions for further guidelines about their design.

C. Fences & Walls

Fences and walls are a prominent site feature on many properties within Staunton's residential historic districts. Due to Staunton's topography with its various hills, many parcels have retaining walls laid in native limestone in the late 19th and early 20th centuries by European stone masons. Other masonry walls are constructed of brick, often with a cast stone cap. There also is a rich tradition of wrought iron fences, some in combination with limestone walls bordering residential lots. Other sites are defined by wooden picket fences, and some streets with gently sloping lots have open front yards without such features.

GUIDELINES:

1. Retain any existing historic fences and walls.
2. Repair existing historic fences and walls by salvaging original parts or materials for a prominent location from a less prominent location when possible.
3. Replace deteriorated historic fences by matching the material, height, and detail of the existing example. If this is not possible, use a simplified design of similar materials and height.
4. Respect the existing edge condition of the subject street when designing on a new site or rehabilitating an existing lot. If the majority of lots on the subject street have a fence or wall, consider incorporating one into the site improvements. If the majority of the lots on the subject street have an open lawn leading to the street, avoid adding a fence or wall to the front of the lot.
5. The design of new fences and walls should blend in with the materials and designs found in the historic district and should generally reflect the era and style of the surrounding area. Commonly used materials are brick and stone for walls and wood or metal for fences. Historic cast concrete with screened aggregate finishes also is found in the historic districts and may be appropriate for new walls if the color and finish matches historic examples. Planted hedges are also used to define edges of properties.
6. The height of the fence or wall should not exceed the average height of other fences and walls of surrounding properties. See the City Code for further detailed requirements.
7. Privacy board fences are not generally appropriate for front or side yards or other highly visible areas.
8. Wood picket fences should be painted or stained with an opaque stain to complement the historic character of the building and street.
9. Chain link, vinyl, split rail, or unpainted pressure-treated wood fences or concrete block walls where visible from public rights-of-way are not appropriate in the historic districts.
10. The structural members of any fence should face inward to the property being fenced. Fences where the structural members are an integral part of an overall design, and where both sides of the proposed fence are identical, are appropriate.

BUILDING SITE

Secretary of Interior Guidelines for Rehabilitation

RECOMMENDED

NOT RECOMMENDED

Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.

Removing or substantially changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.

Alterations and Additions for a New Use

Designing new onsite features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationship between the building or buildings and the landscape, and are compatible with the historic character of the property.

Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the building site if landscape features and plant materials are removed.

Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.

Introducing new construction on the building site which is visually incompatible in terms of size, scale, design, material, or color, which destroys historic relationships on the site, or which damages or destroys important landscape features, such as replacing a lawn with paved parking areas or removing mature trees to widen a driveway.

Removing non-significant buildings, additions, or site features which detract from the historic character of the site.

Removing a historic building in a complex of buildings or removing a building feature or a landscape feature which is important in defining the historic character of the site.

Locating an irrigation system needed for a new or continuing use of the site where it will not cause damage to historic buildings.

Locating an irrigation system needed for a new or continuing use of the site where it will damage historic buildings.

HSF Recommendation:

HSF recommends approval of the Certificate of Appropriateness. The site has been professionally recorded and assessed by archaeologists to ensure graves and other resources will not be disturbed. While the historic fence and retaining wall will be altered, the overall character of the site will not be compromised. The new accessible walk is compatible in terms of materials, scale, and placement.

E. Possible Accessibility Solutions

- a. **Regrading:** If the difference between the entrance and the surrounding site is minimal and the entrance is not highly significant, there may be the opportunity to regrade the area around the entrance so that the path/walkway is at the same elevation as the entrance. Do not destroy historic elements like steps when regrading; rather, bury them and level them in place.
- b. **Incorporating Ramps:** This solution is the most common for creating an accessible entrance and should be carefully located and designed to minimize impact on the entrance and its materials.

Secretary of Interior Guidelines:**Building Site**

Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.

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Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.

Sample Motion: I move for approval of the Certificate of Appropriateness.

The site has been professionally recorded and assessed by archaeologists to ensure graves and other resources will not be disturbed. While the historic fence and retaining wall will be altered, the overall character of the site will not be compromised. The new accessible walk is compatible in terms of materials, scale, and placement.

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Secretary of Interior Guidelines:

Building Site

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Alterations and Additions for a New Use

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Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.

LOCATION/OWNERSHIP	LEGAL DESCRIPTION
Name of Structure <u>Trinity Episcopal Church</u>	Account No. _____
Street Address <u>214 West Beverley Street</u>	Assessor's Map No. <u>375</u>
Present Owner(s) <u>Trustees, Trinity Episcopal Church</u>	Block & Lot <u>BB</u>
Mailing Address <u>Same</u>	Present Zoning <u>B-3</u>
Present Use <u>Church</u>	Accessible to Public <u>Limited</u>
	Additional Surveys <u>Virginia Register;</u>
	<u>National Register</u>

Original Use <u>Church</u> Date of Construction <u>1855</u> Source of Date <u>National Register Form</u> Date of Major Known Remodeling <u>1870 & 1888</u> Source of Date <u>National Register Form</u> Architect or Builder _____ <u>1870 wings-Edwin M. Taylor</u>	PHYSICAL DESCRIPTION No. of Bays <u>5</u> No. of Stories <u>1</u> Roof Type <u>Gable with bell tower</u> Porch Type <u>None</u> Building Materials: Clapboards ☐ Brick ☒ Stone ☐ Stucco ☐ Shingles ☐ Board & Batten ☐ Other: _____
Notable Architectural Features: <u>3-stage tower w/ belt courses & battlements; rose window; buttresses on sides elevations; lancet windows</u> Significant Interior Details: <u>Tiffany stained glass windows; early English style stained glass windows; wood trussing; walnut hand-carved doors; 3314-pipe organ.</u> Significant Outbuildings or Landscape Features: <u>Parish House & Rectory (see separate inventory sheet for each)</u>	Date <u>4/76</u> Surveyed By <u>WTF</u> Photograph Roll No. <u>4479</u> Neg. No. <u>2</u>



Architectural Style ☒ or Characteristics ☐ :	
Greek Revival ☐ Gothic Revival ☒ Stick Style ☐ Italianate ☐ Queen Anne ☐ Chateausque ☐ Romanesque Revival ☐ Shingle Style ☐ Colonial Revival ☐ Beaux Arts ☐ Vernacular ☐ Other _____	

EVALUATION																																															
Building Condition: Excellent ☒ (3) Good ☐ (2) Fair ☐ (1) Deteriorated ☐ (0)	Alteration of Original Design: None or Minor ☐ (3) Moderate ☐ (2) Considerable ☒ (1)	Importance to Neighborhood: Great ☒ (3) Moderate ☐ (2) Minor ☐ (1)																																													
Incidence in Area: Rare ☒ (2) Frequent ☐ (1)	Architectural Value: Outstanding ☒ (6) Notable ☐ (4) Worthy of Mention ☐ (2)	Associative Value: National ☐ (3) Regional ☒ (2) Local ☐ (1) Unknown ☐ (0)																																													
TOTAL PRESERVATION VALUE: 17 Category: A ☒ (15-20) B ☐ (11-14) C ☐ (6-10) D ☐ (0-5)																																															
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ADDITIONAL MAP INFORMATION:	MAJOR ALTERATIONS: In 1870, architect Edwin M. Taylor added wings to enlarge the church body, and in 1888, the chan- cel was enlarged and the two bays of arches were built on either side of the alter.																																														
DEED RESEARCH AND ADDITIONAL INFORMATION: See National Register nomination form for additional details. <i>Not Landmark Sketches</i>																																															





IMPORTANT NOTE: The complete application must be filed with the City of Staunton's Planning & Zoning Division no later than the first Tuesday of the month to be heard at that month's Historic Preservation Commission Meeting. Applications received after the first Tuesday of the month will be heard at the next month's meeting.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

City of Staunton, Virginia

Historic Preservation Commission

116 W. Beverley Street

Staunton, VA 24401

Phone: (540) 332-3862 Fax: (540) 332-3807

Location of property	214 W. Beverley	Historic District	NEWTOWN
Business Name	Trinity Church (EPISCOPAL)		
Application Fee \$50 Paid	☒ YES ☐ NO		

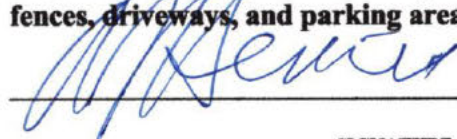
pa 3/2/26 CR# 8531

Applicant/Property/ Owner Name (PRINT) REV. A.J. Heine	Representative Agent(s) Name WILLIAM FRAZIER
Signature	Firm Church Volunteer
Mailing Address P.O. Box 208	Mailing address P.O. Box 208
City/State/Zip STAUNTON VA 24402	City/State/Zip STAUNTON VA 24402
Phone/Fax [REDACTED] -9 [REDACTED]	Phone/Fax Number: [REDACTED] [REDACTED]
Email: [REDACTED]	Email: [REDACTED]

(Check the appropriate boxes—CHECK ALL THAT APPLY)

☐ Exterior Change	☐ Addition	☐ Relocation
☒ Wall/Fence	☐ Deck/Porch	☐ Demolition
☐ Driveway/Parking Area	☐ New Structure/Building	☒ Grounds/Landscaping
☐ Signage	☐ Dumpster Screen	☐ Other _____
☐ Other _____	☐ Other _____	☐ Other _____

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historic Preservation Commission Meeting on the date listed above to present my proposal and that failure to attend may result in the denial of my proposal by the Commission due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Commission for any modifications to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval.



SIGNATURE

3/2/26

DATE

PLEASE READ: Applicants are encouraged to submit complete applications with sufficient information to enable a clear understanding of the proposal by the Historic Preservation Commission members and staff. Incomplete applications that do not clearly communicate the proposed improvements or changes will be denied.

FULL DESCRIPTION OF PROPOSAL:

SEE ATTACHED DESCRIPTION

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

(Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate not applicable and explain in the space provided why it is not necessary for this project)

✓ **Sketch, drawing and/or elevations showing the proposed changes or improvements**

- ① CAD DRAWING of SECTION DETAILS of ADA RAMP
② ELEVATION DRAWING of FENCE MODIFICATIONS

✓ **Site plan or plat of property**

SITE PLAN SHOWING ADA RAMP LOCATION WITHIN CHURCH YARD

✓ **Photographs showing property, work in question, and the area of the proposed project**

- ① HANDICAPPED ENTRY ② VIEW LOOKING WEST OF RAMP AREA ③ FENCE SECTION TO BE MODIFIED FOR OPENING ④ VIEW LOOKING EAST OF RAMP AREA

Other (please list)

N/A

✓ **A list of materials that identifies the type and quality of materials to be used in the Proposed project**

SEE ATTACHED LIST

✓ **One (1) paper copy of all information and materials for use by the Historic Preservation Commission members and staff in the review of this request (REQUIRED)**

The Historic Preservation Commission meets on the fourth Tuesday of every month at 5:30 p.m. at City Hall, City Council Chambers. The applicant or an agent must attend the meeting to discuss the project. Sign applications are reviewed administratively and do not require attendance at a meeting.



FULL DESCRIPTION OF PROPOSAL

This proposal is to construct a new handicapped accessible ramp that will go from the northern end of Church Street through the current fence to the only handicapped entrance at the front of Trinity Episcopal Church. This project is part of VA250 grant that the church received in 2025 from the Virginia Department of Historic Resources (DHR).

Ground penetrating radar of the entire churchyard was required by DHR, and the proposed ramp will avoid all known graves, below and above grade. It will also avoid disturbing any ground over the recently discovered 1763 church's brick foundation. Also, as required by DHR, Rivanna Archaeology will be on site during the construction of the ramp to monitor any ground disturbance that might occur beyond six inches of depth.

The ramp will be constructed of brick pavers laid over a gravel base of six to fifteen inches. The fifteen-inch section is required to create a more stable base for vehicles to be able to navigate sections of the churchyard for tree work and access for a lift that is required for interior work within the church's tall nave on lights, sprinklers, etc. through the church's main entry doors.

The ramp design already has been approved verbally by the assistant building official of the City of Staunton depending on the Historic Preservation Commission's approval. The ramp will meet American Disabilities Act (ADA) and any grade changes will be within the 5 percent limit of those requirements.

The fence alterations will match existing, and the masonry wall base alterations will use two colors of brick that matches the size and color of existing along with matching mortar color as already used in a maintenance project of the entire brick wall, piers, and metal fence that surrounds the entire site completed in 2025.

The attached graphics and photos show the location of the ramp on a site plan, detailed sections of the two types of gravel/brick pavers and the proposed change to the existing fence to create an opening for access to the new ramp.

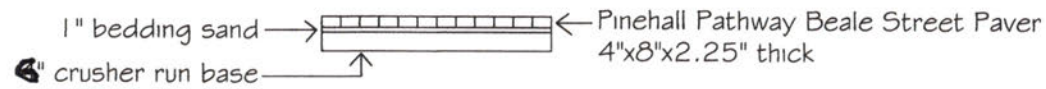
LIST OF MATERIALS THAT IDENTIFIES THE TYPE AND QUALITY OF MATERIALS TO BE USED IN THE PROPOSED PROJECT

Brick Wall Revisions at New Opening: Use new bricks in matching size and in two separate colors to tie into the existing historic brick walls. Mortar color to match existing.

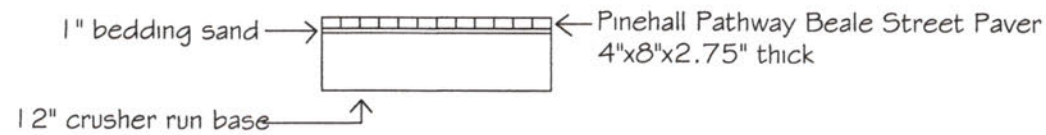
Fence Alterations for New Opening: See drawing with notes on matching new metal with existing metal elements.

Construction of New ADA Ramp: Gravel base with brick pavers laid in sand as a running bond as specified on drawing.



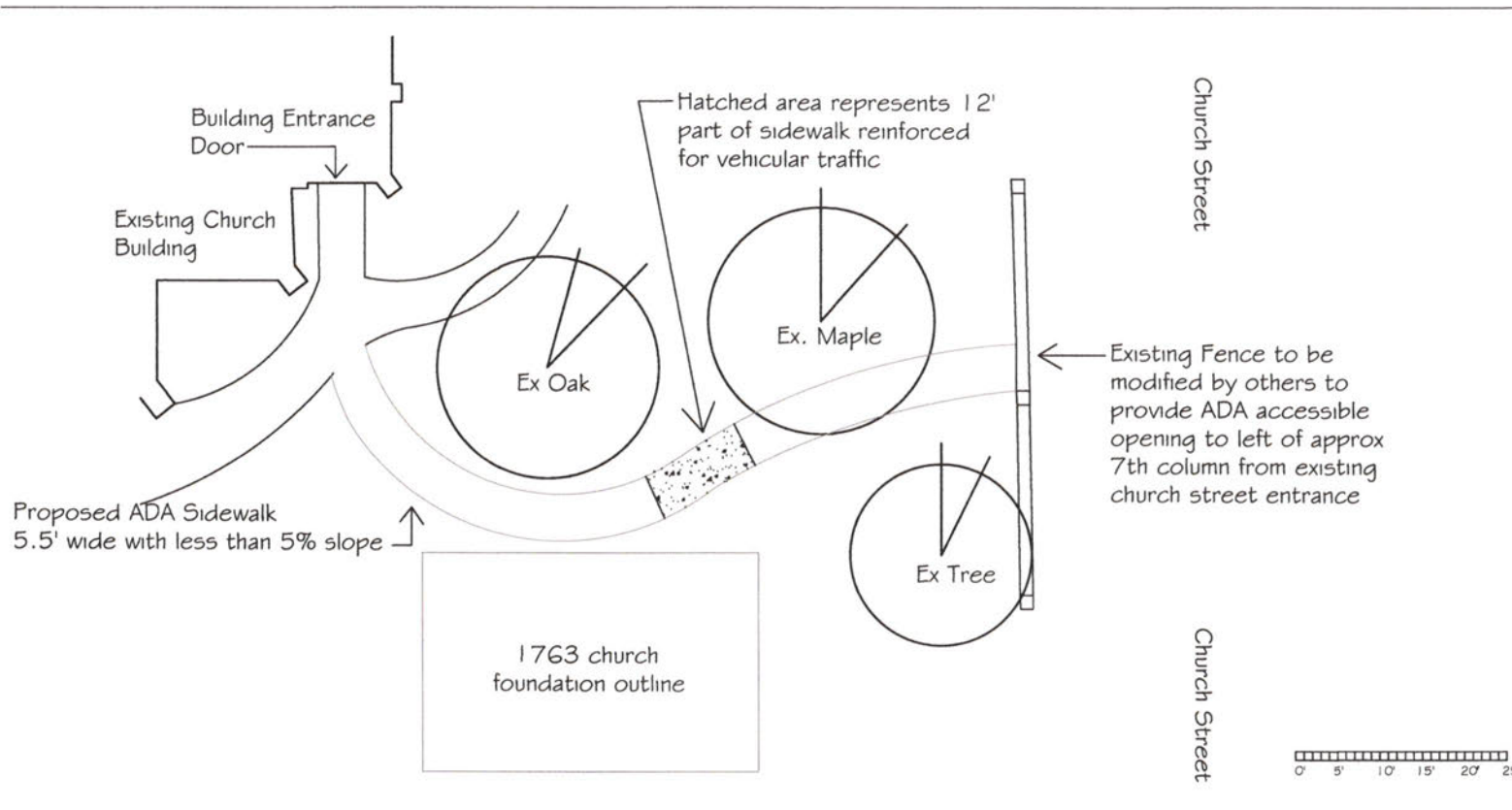


Non Vehicular Pathway Section Detail



Vehicular Pathway Section Detail

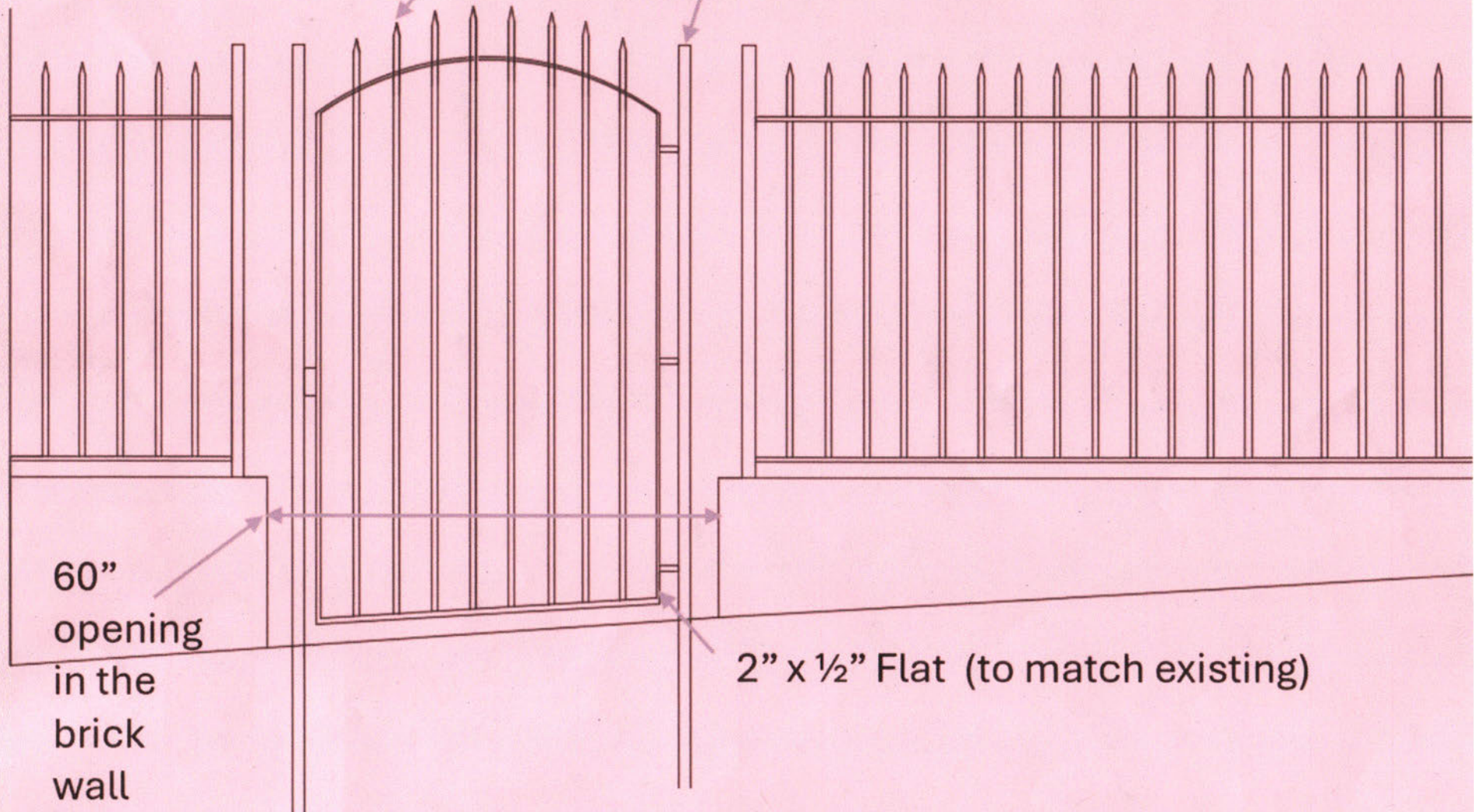
ML



VALLEY LANDSCAPING
Trinity Church
1763 Church

$\frac{3}{4}$ " Round Solid (to match existing)

1 $\frac{1}{2}$ " x 2" Post (to match existing)



Alt



Trinity Church's only handicapped accessible doorway.



View from front walk of churchyard looking west to area of proposed ADA ramp.

MA

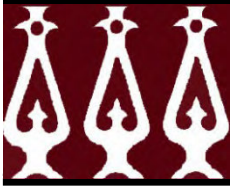


Section of Church Street brick wall base and metal fence that would be modified to receive the new entry for the proposed ADA ramp.



View looking east from Church Street to area of proposed ADA ramp.

AMH



Historic Staunton Foundation

20 South New Street

Staunton Virginia, 24401

www.historicstaunton.org

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

March 20, 2026

Certificate of Appropriateness

654 East Beverley Street

Remove Non-Historic Concrete Entry Walk

Gospel Hill Historic District

Existing Condition:

Constructed CA 1869, the Cabell Log House is a single story, one room deep, log structure. The house is constructed in two sections with a central brick masonry chimney and gable roof. The logs are v-notched and exhibit a hewn surface. The roof is sheathed with corrugated tin and the gable ends are sheathed with wood clapboards. The arrangement of the two log pens with a central chimney relates to a "Saddlebag" log house plan.

At the Southeast corner of the house is a frame porch with shed roof, square columns and wood floor. An ell framed extension covered with clapboard siding extends from the rear façade.

The northwest façade includes two entry doors and a six over six, double hung wood sash window with trim. The doors are located on opposite ends with the window positioned between. The window lights the south pen. Joist notches are visible along the log located directly above the window and doorframes. The notches may only appear on the south pen.

Two, six over six, double-hung wood sash windows with trim are centered on the east end wall. One located on the gable end of the roof and one at ground level.

On the west end wall, a single six over six, double-hung wood sash windows with trim is located at the ground level to the west of center. Another single six over six, double-hung wood sash window is centered on the gable end of the roof.

The foundation is concrete block; a later addition. Typically, stone or brick piers support log structures at the corner joints of the log pens. Masonry piers keep the sill log and floor joists from touching the ground. Current excavation along the front reveals that the front log sill is missing and the house has settled badly at each end. The stone foundation piers were disturbed and partially removed. Archaeological evidence suggests a rubble stone path may have existed along the front of the house.

The house rests on a hillside below East Beverley Street. The hill slopes into the front façade of the house with a contour drop of approximately 15 feet over about 40 feet distance, from the roadbed to the back of the house. The soil in front of the house has been excavated to slope away from the house and to reveal remnants of the foundation piers.

Proposed Work: Remove the modern poured concrete entry walk.

The existing sidewalk leading to the house and side yard consists of modern poured concrete. The walk is not historic patterned concrete. The impermeable surface is diverting moisture toward the log house contributing to deterioration. A French drain is under construction to divert water away from the house.

Discussion:

The Secretary of Interior Standards for Rehabilitation state:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

See the Staunton Historic District Guidelines

<https://www.ci.staunton.va.us/home/showdocument?id=1672>

V. Guidelines for Site Design & Elements **A. Walkways, Driveways, & Parking**

Most of the parcels in the commercial historic districts do not have these features, but the residential districts properties usually have walkways and some have driveways for parking. Many of these neighborhoods offer only on-street parking since the spacing between lots is relatively narrow.

GUIDELINES:

1. Retain existing historic driveways that are considered contributing site features to the historic character of the property.
2. Two-track driveways (twin parallel ribbons of concrete separated by a grass strip) are considered important historic features and should be maintained where possible. This type of driveway design can be used in new construction where appropriate.
3. In general, driveways should be located only on large, wide parcels that can accommodate such a feature and when this feature is found on other surrounding historic properties.
4. Avoid placing driveways on small, narrow lots. Such a feature would have a major negative visual impact on the site.

Continued – A. Walkways, Driveways, & Parking

5. Do not place paved parking pads in the front yard. All driveways for residential uses should extend to at least the rear building line.
6. Parking areas should be screened in some manner so that the parking is not the dominant visual feature of the property.
7. Retain existing historic paving and edging materials used on walks and driveways such as brick, bluestone, slate, limestone, and patterned concrete from earlier eras.
8. Repair damaged areas with materials that match the original paving in color, size, texture, and finish if possible.
9. Ensure that any new paving material is compatible with the context of traditional materials found on surrounding sites. Avoid large expanses of bright, lightly colored concrete or darkly colored asphalt.
10. Asphalt paving should not be used for walks, curb cuts, or aprons.
11. Any parking structures must meet the requirements of new construction for historic districts.
12. Do not demolish contributing historic buildings for new parking areas or structures.
13. Screen private parking areas with landscaped borders.
14. In large private parking areas, break up the space with landscaping, pedestrian walkways, seating areas, and other features. Connect pedestrian paths to buildings on site and to surrounding public sidewalks.

Recommendation - Staff recommend the Certificate of Appropriateness be approved as submitted.

The existing sidewalk leading to the house and side yard consists of modern poured concrete. The walk is not historic patterned concrete. The impermeable surface is diverting moisture toward the log house contributing to deterioration. A French drain is under construction to divert water away from the house.

7. Retain existing historic paving and edging materials used on walks and driveways such as brick, bluestone, slate, limestone, and patterned concrete from earlier eras.
8. Repair damaged areas with materials that match the original paving in color, size, texture, and finish if possible.
9. Ensure that any new paving material is compatible with the context of traditional materials found on surrounding sites. Avoid large expanses of bright, lightly colored concrete or darkly colored asphalt.

Sample Motion:

I move that the Certificate of Appropriateness be approved as submitted.

The existing sidewalk leading to the house and side yard consists of modern poured concrete, diverting moisture toward the log house contributing to deterioration. The walk is not historic patterned concrete.

7. Retain existing historic paving and edging materials used on walks and driveways such as brick, bluestone, slate, limestone, and patterned concrete from earlier eras.
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9. Ensure that any new paving material is compatible with the context of traditional materials found on surrounding sites. Avoid large expanses of bright, lightly colored concrete or darkly colored asphalt.

LOCATION/OWNERSHIP

Name of Structure _____
Street Address 654 E. Beverley Street
Present Owner(s) M/M Oliver Tate (Jean)
Mailing Address 31 Burlington St.
Present Use Residence

LEGAL DESCRIPTION

Account No. 110940-00
Assessor's Map No. 343
Block & Lot J 8
Present Zoning R-3
Accessible to Public No
Additional Surveys _____

Original Use Residence
Date of Construction 1869
Source of Date Mary Armistead-informant
Date of Major Known Remodeling _____
Source of Date _____
Architect or Builder _____

PHYSICAL DESCRIPTION

No. of Bays 4 No. of Stories 1 1/2
Roof Type Gable
Porch Type None
Building Materials: Clapboards ☐ Brick ☐ Stone ☐
Stucco ☐ Shingles ☐ Board & Batten ☐
Other: Log

Notable Architectural Features: 6/6 windows

Date 5/76 Surveyed By WTF
2197
Photograph Roll No. 3697 Neg. No. 18

Significant Interior Details:

Unknown

Significant Outbuildings or Landscape Features:

None

Architectural Style ☐ or

Characteristics ☒ :

- Greek Revival ☐
Gothic Revival ☐
Stick Style ☐
Italianate ☐
Queen Anne ☐
Chateausque ☐
Romanesque Revival ☐
Shingle Style ☐
Colonial Revival ☐
Beaux Arts ☐
Vernacular ☒

Other Log Cabin



EVALUATION Building Condition: Excellent ☐ (3) Good ☐ (2) Fair ☒ (1) Deteriorated ☐ (0)			Alteration of Original Design: None or Minor ☐ (3) Moderate ☒ (2) Considerable ☐ (1)		Importance to Neighborhood: Great ☒ (3) Moderate ☐ (2) Minor ☐ (1)																																																				
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ADDITIONAL MAP INFORMATION: 88 1870 map shows one bldg. in area-unclear if this one; 1877 & 1884 show a few bldgs., of which (cont).			MAJOR ALTERATIONS:																																																						
DEED RESEARCH AND ADDITIONAL INFORMATION: Cont. from above: this log cabin is probably one. Area is not mapped again until 1921, so it is difficult to determine alterations.																																																									
House built by E.Cabell, a free black man, after the Civil War. (He purchased the land on June 19, 1866, for \$50.) House built of sturdy logs, possibly salvage items. Owned by same family until 1987. HSF purchased house 1/20/87 through their Endangered Properties Fund. It was resold by bid, to M/M Oliver Tate of Staunton, relatives of the Cabells/Smiths.																																																									

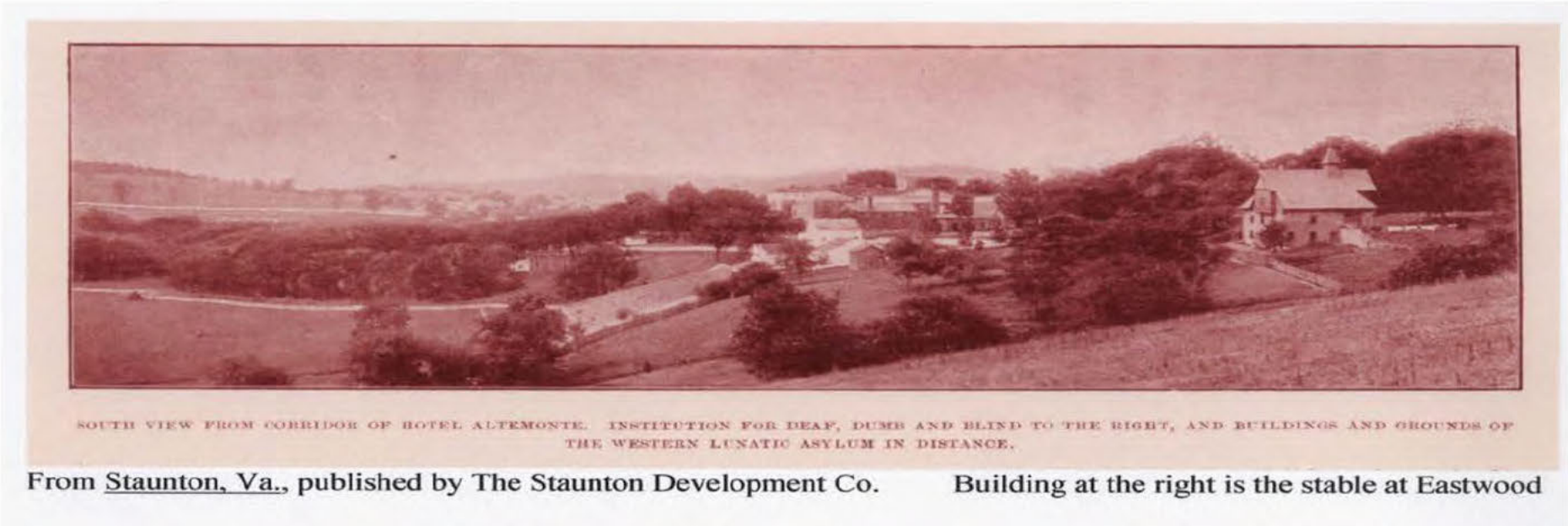




Identifying historic details of the Cabell House.

1897—The house was inherited by Edmund and Eveline's sixth child, Washington, a.k.a. Wash. The oldest known photograph of the house, from about 1897, shows Wash standing out front with a puppy in his arms and five hound dogs lying nearby.

Harold F. H. Cabell 1897 through 1937 Joe Nutt, Marney Gibbs

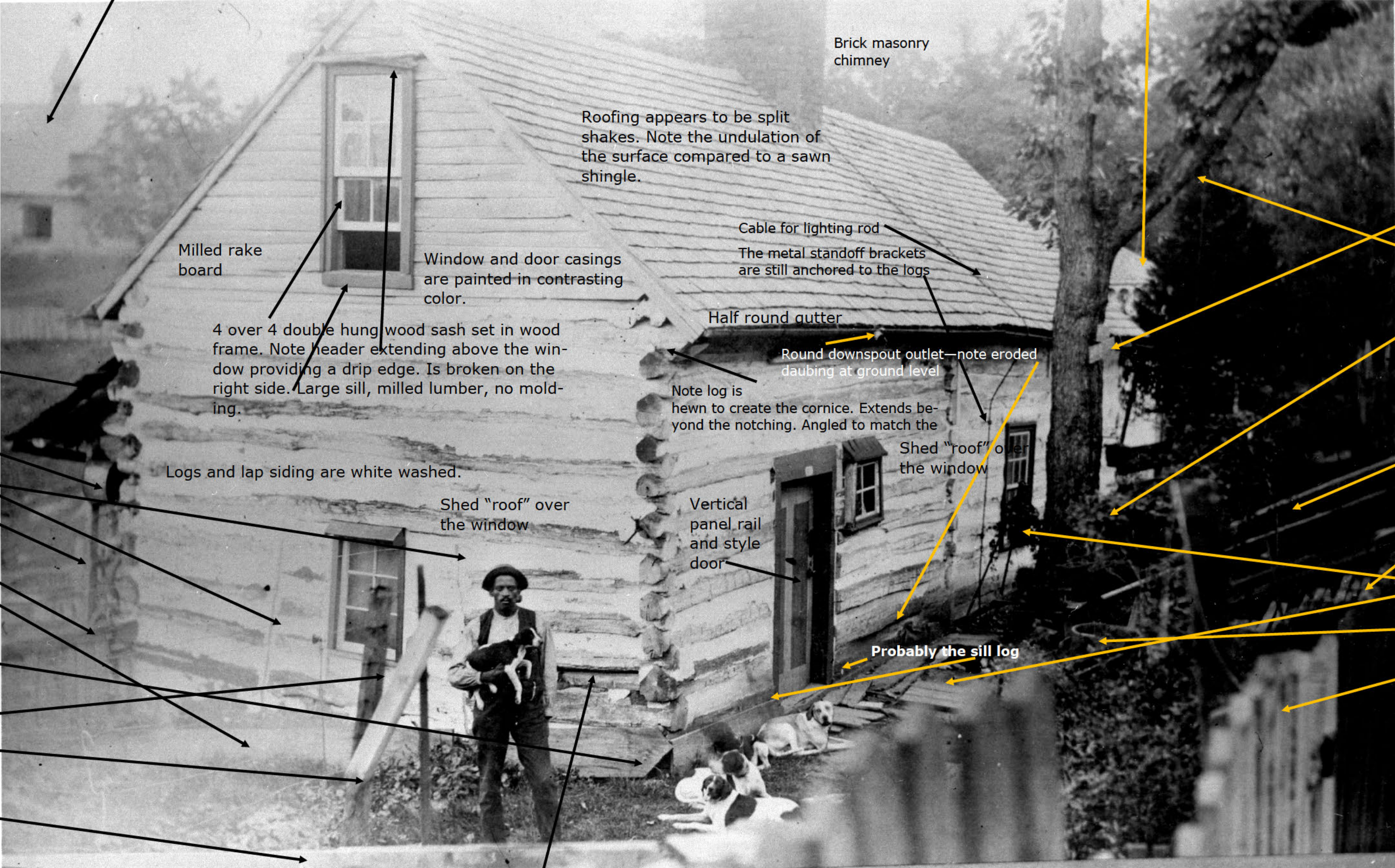


Stables at Eastwood

"Eastwood faced south, toward VSDB. It was the home of Michael Erskine Miller and his wife Harriet Echols Miller."

From George Sproul

Site of older out building—archaeology test pits to be established Fall 2025



Shed porch roof

Wash tub

Post

Paling fence with top and bottom rail

Vertical boards flanking the window opening. Logs cut to fit. Was this original location of the chimney?

Sawn wood plank blocking the crawl space. Indicates house sits above ground level.

Appears to be a wire fence with post

Broken white washed post

Fence running toward the south

Brick masonry chimney

Roofing appears to be split shakes. Note the undulation of the surface compared to a sawn shingle.

Milled rake board

Window and door casings are painted in contrasting color.

4 over 4 double hung wood sash set in wood frame. Note header extending above the window providing a drip edge. Is broken on the right side. Large sill, milled lumber, no molding.

Logs and lap siding are white washed.

Shed "roof" over the window

Shed "roof" over the window

Vertical panel rail and style door

Cable for lighting rod. The metal standoff brackets are still anchored to the logs

Half round gutter

Round downspout outlet—note eroded daubing at ground level

Note log is hewn to create the cornice. Extends beyond the notching. Angled to match the

Shed "roof" over the window

Probably the sill log

Signs nailed to tree

Swing hanging from tree— when enlarged you can see the rope

Railing following slope of yard. possible wood slat steps. Post at end?

Plank board walk

plant stand with vines

water barrel or planter

Entry Gate— wood pointed pickets with arched top appears to be at the northeast corner of the yard.

Note daubing is falling out at this problematic corner—just like today

[Treeing Walker History - One More Chase Through the Woods - Showsight Magazine](#)

Are these Treeing Walker Coonhounds?



IMPORTANT NOTE: The complete application must be filed with the City of Staunton's Planning & Zoning Division no later than the first Tuesday of the month to be heard at that month's Historic Preservation Commission Meeting. Applications received after the first Tuesday of the month will be heard at the next month's meeting.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

City of Staunton, Virginia

Historic Preservation Commission

116 W. Beverley Street

Staunton, VA 24401

Phone: (540) 332-3862 Fax: (540) 332-3807

Location of property	654 East Beverley Street	Historic District	Gospel Hill
Business Name			
Application Fee \$50 Paid	☒ YES ☐ NO		

Applicant/Property/ Owner Name (PRINT) Historic Stanton Foundation	Representative Agent(s) Name Frank Strassler
Signature	Firm Historic Staunton Foundation
Mailing Address 20 South New Street	Mailing address 20 South New Street
City/State/Zip Staunton, Va 24401	City/State/Zip Staunton, Va 24401
Phone/Fax Number: [REDACTED]	Phone/Fax Number: [REDACTED]
[REDACTED]	[REDACTED]

(Check the appropriate boxes—CHECK ALL THAT APPLY)

☐ Exterior Change	☐ Addition	☐ Relocation
☐ Wall/Fence	☐ Deck/Porch	☐ Demolition
☐ Driveway/Parking Area	☐ New Structure/Building	☒ Grounds/Landscaping
☐ Signage	☐ Dumpster Screen	☐ Other _____
☐ Other _____	☐ Other _____	☐ Other _____

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historic Preservation Commission Meeting on the date listed above to present my proposal and that failure to attend may result in the denial of my proposal by the Commission due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Commission for any modifications to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval.

Frank Strassler

3-10-2026

SIGNATURE

DATE

PLEASE READ: Applicants are encouraged to submit complete applications with sufficient information to enable a clear understanding of the proposal by the Historic Preservation Commission members and staff. Incomplete applications that do not clearly communicate the proposed improvements or changes will be denied.

FULL DESCRIPTION OF PROPOSAL:

Remove post 1987 concrete sidewalk. This work allows HSF to establish proper drainage and

to access the foundation area for restoration of the masonry piers and log sill.

Walk will be replaced in the future when log restoration is completed.

Replacement materials will be chosen based on guidelines, archaeological evidence, and period of historic significance.

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

(Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate not applicable and explain in the space provided why it is not necessary for this project)

_____ Sketch, drawing and/or elevations showing the proposed changes or improvements

X _____ Site plan or plat of property

X _____ Photographs showing property, work in question, and the area of the proposed project

See attached - photo of sidewalk and house from street

Labeled 1897 photo

_____ Other (please list)

_____ A list of materials that identifies the type and quality of materials to be used in the Proposed project

X _____ One (1) paper copy of all information and materials for use by the Historic Preservation Commission members and staff in the review of this request (REQUIRED)

The Historic Preservation Commission meets on the fourth Tuesday of every month at 5:30 p.m. at City Hall, City Council Chambers. The applicant or an agent must attend the meeting to discuss the project. Sign applications are reviewed administratively and do not require attendance at a meeting.



Concrete walk at landing from steps

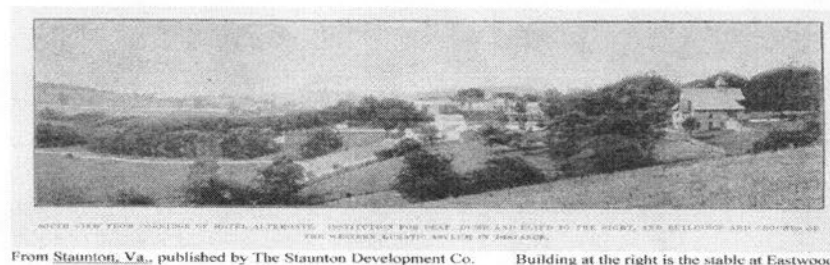


Entry Walk - view from East Beverley Street. Eroded/broken surface at door. Walk extends from concrete steps. Made of modern, gray concrete with no discernible fine aggregate. #57 stone aggregate under surface layer. Estimated date of construction is post 1987.

Identifying historic details of the Cabell House.

1897—The house was inherited by Edmund and Eveline's sixth child, Washington, a.k.a. Wash. The oldest known photograph of the house, from about 1897, shows Wash standing out front with a puppy in his arms and five hound dogs lying nearby.

Harold F. H. Cabell 1897 through 1937 Joe Nutt, Marney Gibbs

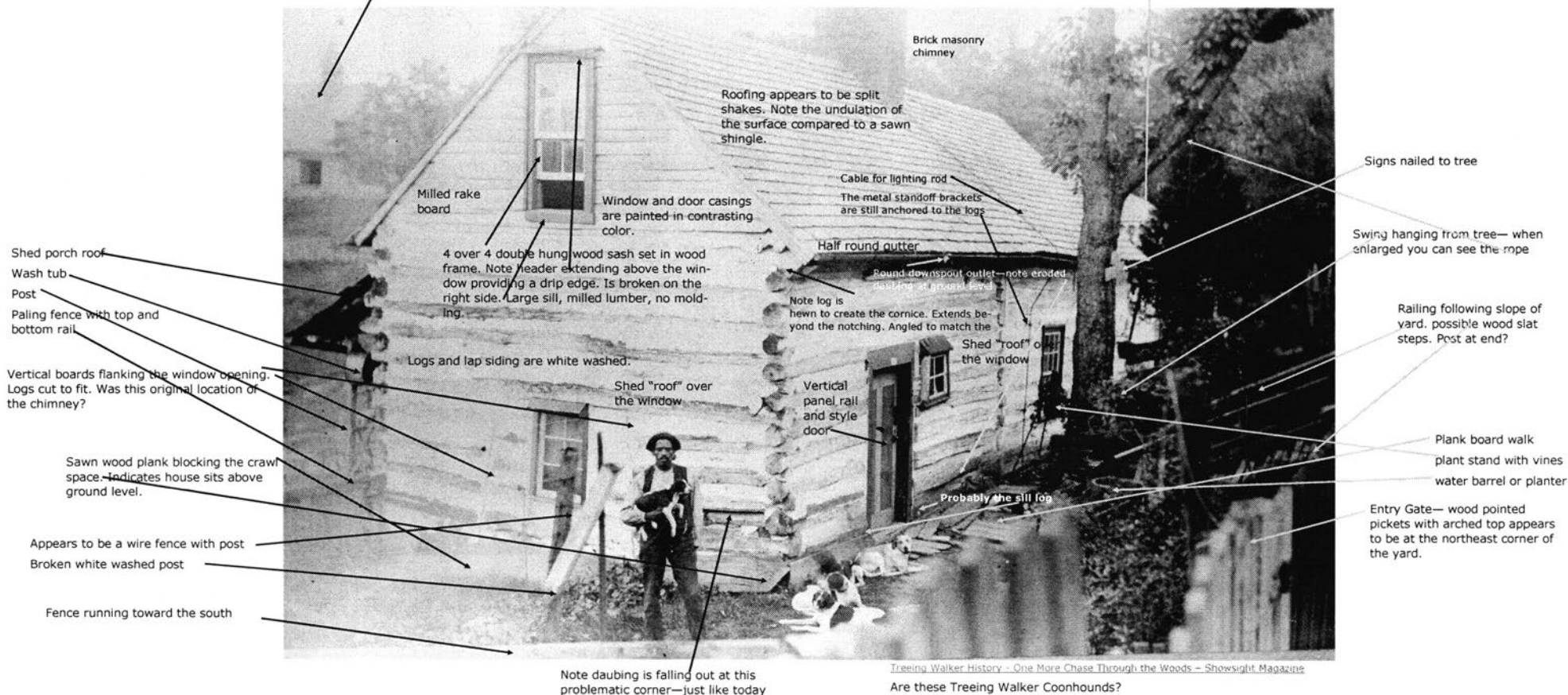


Stables at Eastwood

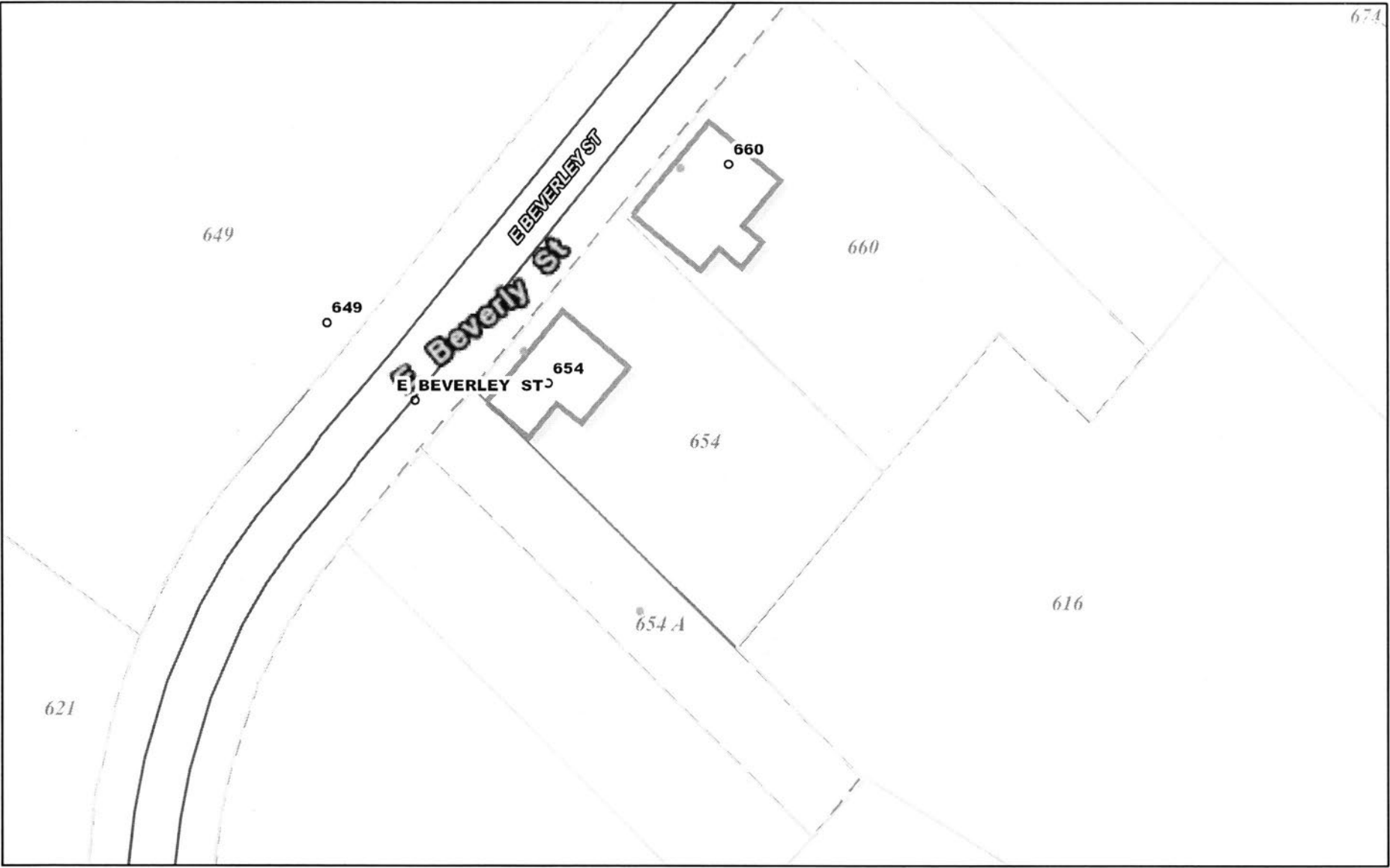
"Eastwood faced south, toward VSDB. It was the home of Michael Erskine Miller and his wife Harriet Echols Miller."

From George Sproul

Site of older out building—archaeology test pits to be established Fall 2025

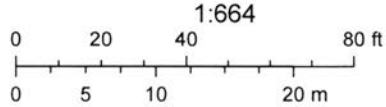


Cabell House

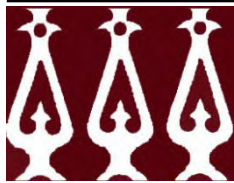


3/10/2026, 5:29:29 PM

- Address Points
- Lot_Numbers
- Lot_Lines
- Tax Parcels
- City Limits
- Road Centerline
- World_Transportation



VITA, Esri, HERE, iPC, Esri Community Maps Contributors, WVU Facilities, City of Staunton, VGIN, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin.



Historic Staunton Foundation
20 South New Street
Staunton Virginia, 24401
www.historicstaunton.org

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

January 22, 2026

Certificate of Appropriateness

Install Roof Top Solar Panels

815 West Beverley Street

Newtown Historic District

Existing Condition: Built between 1870 and 1877 this is a two story, three bay masonry house designed in the Italianate Style. Architectural details include elaborate paired cornice brackets; sawn millwork and scroll brackets on porch; and fish scale shingles in the gable ends. The roof is covered with standing seam metal, and windows include two over two, double hung wood sash.

A two-story porch is located at the northeast rear corner of the house. The lower portion of the porch was remodeled in the past removing the porch details. A modern green house was added in 2006 but later removed. In 2018 a COA was approved and a new lower porch was constructed within the space left by the previous porch.

Toward the rear of the property is a multi bay historic auto garage.

Proposed Work: See the application for the description, cut sheets and photographs.

The application proposes to install a solar panel array on the rear sections of the house roof and on the garage roof.

Discussion:

The Secretary of the Interior's Standards for Rehabilitation:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Continued: The Secretary of the Interior's Standards for Rehabilitation

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

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

<https://www.nps.gov/orgs/1739/upload/treatment-guidelines-2017-part1-preservation-rehabilitation.pdf>

The Secretary of the Interior's Guidelines for Rehabilitation: (Page 101)

ROOFS

RECOMMENDED

NOT RECOMMENDED

Alterations and Additions for a New Use

Installing mechanical and service equipment on the roof (such as heating and air-conditioning units, elevator housing, <u>or solar panels</u>) when required for a new use so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Installing roof-top mechanical or service equipment so that it damages or obscures character-defining roof features or is conspicuous on the site or from the public right-of-way.
Designing rooftop additions, elevator or stair towers, decks or terraces, dormers, or skylights when required by a new or continuing use so that they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features.	Changing a character-defining roof form, or damaging or destroying character-defining roofing material as a result of an incompatible rooftop addition or improperly-installed or highly-visible mechanical equipment.
Installing a green roof or other roof landscaping, railings, or furnishings that are not visible on the site or from the public right-of-way and do not damage the roof structure.	Installing a green roof or other roof landscaping, railings, or furnishings that are visible on the site and from the public right-of-way.

Please see the NPS Examples of Solar Projects:

<https://www.nps.gov/orgs/1739/solar-panels-on-historic-properties.htm>

VII. Guidelines for Additions R. Additions

Additions to the existing historic buildings may be compatible with the design, scale, and architectural style of the original structure while still being differentiated from the historic building. In any case, the addition should be designed so that significant historic materials, features, and forms of the original building are maintained. There is no specific formula for the design of an addition; it can be any architectural style - traditional, contemporary or a simplified version of the historic building.

1. Attempt to locate the addition on the rear elevation so that it is minimally visible from the street.
2. Attach new additions or alterations to existing buildings in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building would be unimpaired. A short narrow connector or small hyphen can provide the link between old and new that limits damage to the historic fabric of the original.
3. Limit the size of the addition so that it does not visually overpower the existing building; it should be subordinate to the historic structure.
4. Maintain the original orientation of the structure. If the primary entrance is located on the street facade, it should remain in that location.
5. The new design should not use the same wall plane, roof line, cornice height, and identical materials that make the addition appear original to the historic building.
6. The new work should be differentiated from the old while being compatible with its massing, form, scale, directional expression, roof forms and materials, foundation, fenestration, and materials.

R. Additions

ROOFTOP ADDITIONS

The same guidance as above should be applied when designing a compatible rooftop addition, plus the following:

1. A rooftop addition is generally not appropriate for a one, two or three-story building—and often is not appropriate for taller buildings.
2. A rooftop addition should be minimally visible.
3. Generally, a rooftop addition must be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is freestanding or highly visible.
4. Generally, a rooftop addition should not be more than one story in height.
5. Generally, a rooftop addition is more likely to be compatible on a building that is adjacent to similarly sized or taller buildings

XI. GUIDELINES FOR ENERGY CONSERVATION

D. Alternative Energy Systems.....XI-4

2. Alternative Energy Guidelines

- a. Solar panels and photovoltaic cells should be placed in locations with limited or no visibility—such as on a flat roof, a shallow-pitched roof, on a secondary roof slope, on a rear addition, behind a parapet wall of the primary building, or a nearby secondary building that may be less visible from a public right-of-way such as a garage, or a new garden shed, pergola or other similar building.
- b. Solar panels and photovoltaic cells should be installed in a manner that limits their impact on historic materials and features of the building. If located on site, limit the impact of the panels on the historic site features and character.
- c. Solar panels' installation should be set back from the edge of the roof to limit visibility.
- d. Solar panels' color should be compatible with the color of the existing roof in order to blend this new roof element with the existing roof as much as possible.

Recommendation: HSF recommends approval of a COA –if a physical demonstration indicates the proposed installation meets the guidelines: ... so that they (panels, brackets, and equipment) are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features..

It appears that panels proposed for the west rear roof slope would be partially visible from West Beverley Street. Commission members will need to review the visibility of the roofs during a field trip.

The addition of roof top solar panels can meet Staunton’s Historic District Guidelines and the Secretary of Interior Guidelines for Rehabilitation if the installation has limited or no visibility, therefore having minimal impact to character defining features. This proposal is to install panels and associated hardware directly on and over the standing seam roof.

2. Alternative Energy Guidelines

- A. “should be placed in locations with limited or no visibility” “on a secondary roof slope, on a rear addition”
- B. “should be installed in a manner that limits their impact on historic materials and features of the building”
- C. “ should be set back from the edge of the roof to limit visibility”
- D. “should be compatible with the color of the existing roof in order to blend this new roof element with the existing roof as much as possible.”

Secretary of Interior Guideline excerpts:

ROOFS

RECOMMENDED

....or solar panels) when required for a new use so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.

....required by a new or continuing use so that they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features.

NOT RECOMMENDED

....obscures character-defining roof features or is conspicuous on the site or from the public right-of-way.

....or highly-visible mechanical equipment.

In order for the Commission to clearly understand the effect of the installation on the architectural character, it is recommended that an indicator such as flagging tape and/or foam board be temporarily attached to the roof at the same gross area and height of the proposed solar panels. Being accurate with this demonstration is important so that all have a clear understanding of the visual effect of the proposed installation.

Additions:

1. Attempt to locate the addition on the rear elevation so that it is minimally visible from the street.
2. ... if such additions or alterations were to be removed in the future, the essential form and integrity of the building would be unimpaired.
3. Limit the size of the addition so that it does not visually overpower the existing building;
6. The new work should be differentiated from the old while being compatible with its massing, form, scale, directional expression, roof forms and materials, foundation, fenestration, and materials.

R. Additions ROOFTOP ADDITIONS

The same guidance as above should be applied when designing a compatible rooftop addition, plus the following:

1. A rooftop addition is generally not appropriate for a one, two or three-story building—and often is not appropriate for taller buildings.
2. A rooftop addition should be minimally visible.
3. Generally, a rooftop addition must be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is freestanding or highly visible.
4. Generally, a rooftop addition should not be more than one story in height.
5. Generally, a rooftop addition is more likely to be compatible on a building that is adjacent to similarly sized or taller buildings.

Sample motion: I move for approval of the Certificate of Appropriateness for installation solar panels on the house rear roof slopes and garage roof. This majority of the proposed installation appears not to be visible from Beverley or Jefferson Streets. No panels or associated equipment will be installed that will obscure character defining features and/or may be clearly viewed from a public street.

- A. “should be placed in locations with limited or no visibility” “on a secondary roof slope, on a rear addition”
- B. “should be installed in a manner that limits their impact on historic materials and features of the building”
- C. “ should be set back from the edge of the roof to limit visibility”
- D. “should be compatible with the color of the existing roof in order to blend this new roof element with the existing roof as much as possible.”

And

Secretary of Interior Guidelines

ROOFS

RECOMMENDED

Installing mechanical and service equipment on the roof (such as heating and air-conditioning units, elevator housing, or solar panels) when required for a new use ***so that they are inconspicuous on the site and from the public right-of-way and do not damage or obscure character-defining historic features.***

Designing rooftop additions, elevator or stair towers, decks or terraces, dormers, or skylights when required by a new or continuing use so that ***they are inconspicuous and minimally visible on the site and from the public right-of-way and do not damage or obscure character-defining historic features.***

The installation will not reflect the following:

NOT RECOMMENDED

Installing roof-top mechanical or service equipment so that it ***damages or obscures character-defining roof features or is conspicuous on the site or from the public right-of-way.***

Changing a character-defining roof form, or ***damaging or destroying character-defining roofing material as a result of an incompatible rooftop addition or improperly-installed or highly-visible mechanical equipment.***

LOCATION/OWNERSHIP

Name of Structure J.A. Wise Residence
 Street Address 815 W. Beverley Street
 Present Owner(s) _____

 Mailing Address _____

 Present Use Residence

LEGAL DESCRIPTION

Account No. _____
 Assessor's Map No. 375
 Block & Lot L-16
 Present Zoning B-1
 Accessible to Public No
 Additional Surveys _____

Original Use Residence

Date of Construction 1870-1877

Source of Date Estimate from maps

Date of Major Known Remodeling _____

Source of Date _____

Architect or Builder Unknown

PHYSICAL DESCRIPTION

No. of Bays 3 No. of Stories 2

Roof Type Complex gable

Porch Type 1-story across 1/2 front

Building Materials: Clapboards ☐ Brick ☒ Stone ☐

Stucco ☐ Shingles ☐ Board & Batten ☐

Other: _____

Notable Architectural Features: elaborate paired cornice brackets; sawn millwork and scroll brackets on porch; fishscale shingles in gable ends.

Date 3/81 Surveyed By EAB

Photograph Roll No. 2190 Neg. No. 32

Significant Interior Details:

Unknown

Significant Outbuildings or Landscape Features:

None

Architectural Style ☐ or

Characteristics ☒ :

Greek Revival ☐

Gothic Revival ☐

Stick Style ☐

Italianate ☒

Queen Anne ☐

Chateausque ☐

Romanesque Revival ☐

Shingle Style ☐

Colonial Revival ☐

Beaux Arts ☐

Vernacular ☐

Other _____



EVALUATION			
Building Condition:		Alteration of Original Design:	Importance to Neighborhood:
Excellent ☐ (3)		None or Minor ☒ (3)	Great ☒ (3)
Good ☒ (2)		Moderate ☐ (2)	Moderate ☐ (2)
Fair ☐ (1)		Considerable ☐ (1)	Minor ☐ (1)
Deteriorated ☐ (0)			
Incidence in Area:		Architectural Value:	Associative Value:
Rare ☐ (2)		Outstanding ☐ (6)	National ☐ (3)
Frequent ☒ (1)		Notable ☒ (4)	Regional ☐ (2)
		Worthy of Mention ☐ (2)	Local ☐ (1)
			Unknown ☒ (0)

TOTAL PRESERVATION VALUE: 13

Category: A ☐ (15-20) B ☒ (11-14) C ☐ (6-10) D ☐ (0-5)

OLD MAP REFERENCES:	OLD PHOTO REFERENCES:	BIBLIOGRAPHIC REFERENCES:																																													
<table border="1"> <thead> <tr> <th>YEAR</th> <th>PAGE</th> <th>USE</th> </tr> </thead> <tbody> <tr> <td>1857</td> <td></td> <td></td> </tr> <tr> <td>1870</td> <td>A structure appears *</td> <td></td> </tr> <tr> <td>1877</td> <td>" " "</td> <td>" *</td> </tr> <tr> <td>1884</td> <td>(Lot # 308) Meade F. White</td> <td></td> </tr> <tr> <td>1886</td> <td>Area not included</td> <td></td> </tr> <tr> <td>1891</td> <td>" " "</td> <td></td> </tr> <tr> <td>1894</td> <td>" " "</td> <td></td> </tr> <tr> <td>1899</td> <td>10 #809 Dwelling</td> <td></td> </tr> <tr> <td>1904</td> <td>10 " "</td> <td></td> </tr> <tr> <td>1909</td> <td>7 #815 "</td> <td></td> </tr> <tr> <td>1914</td> <td>7 " "</td> <td></td> </tr> <tr> <td>1921</td> <td>7 " "</td> <td></td> </tr> <tr> <td>1929</td> <td>7 " "</td> <td></td> </tr> <tr> <td>Other:</td> <td></td> <td></td> </tr> </tbody> </table>	YEAR	PAGE	USE	1857			1870	A structure appears *		1877	" " "	" *	1884	(Lot # 308) Meade F. White		1886	Area not included		1891	" " "		1894	" " "		1899	10 #809 Dwelling		1904	10 " "		1909	7 #815 "		1914	7 " "		1921	7 " "		1929	7 " "		Other:			Staunton - 1901; p. 10 Staunton 1906; p. 15	Staunton - 1901; pg. 10
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ADDITIONAL MAP INFORMATION:	MAJOR ALTERATIONS:
* structure is much smaller, may be portion on the right or be different building	

DEED RESEARCH AND ADDITIONAL INFORMATION:



IMPORTANT NOTE: The complete application must be filed with the City of Staunton's Office of Planning & Inspections no later than the first Tuesday of the month to be heard at that month's Historic Preservation Commission Meeting. Applications received after the first Tuesday of the month will be heard at the next month's meeting.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

City of Staunton, Virginia

Historic Preservation Commission

116 W. Beverley Street

Staunton, VA 24401

Phone: (540) 332-3862 Fax: (540) 332-3807

Location of property	815 W. Beverley St.	Historic District	Newtown
Business Name		Tax Map No:	
Application Fee \$50 Paid	☒ YES ☐ NO		

Applicant/Property/ Owner Name (PRINT)	Katharine VanSlyck + Timothy Fontaine	Representative Agent(s) Name	Phillip Ballunio
Signature		Firm	Sun Day Solar
Mailing Address	815 W. Beverley St.	Mailing address	1139 River Rd.
City/State/Zip	Staunton, VA 24401	City/State/Zip	Charlottesville, VA 22901
Phone/Fax Number	[REDACTED]	Phone/Fax Number	[REDACTED]

(Check the appropriate boxes—CHECK ALL THAT APPLY)

☐	Exterior Change	☐	Addition	☐	Relocation
☐	Wall/Fence	☐	Deck/Porch	☐	Demolition
☐	Driveway/Parking Area	☐	New Structure/Building	☐	Grounds/Landscaping
☐	Signage	☐	Dumpster Screen	☐	Other _____
☒	Other solar panels	☐	Other _____	☐	Other _____

The above named person(s)/firm has permission to represent me regarding this request for architectural review. I understand that I or my representative agent(s) must be present at the Historic Preservation Commission Meeting on the date listed above to present my proposal and that failure to attend may result in the denial of my proposal by the Commission due to insufficient information. No material change in the appearance of my property, that is viewable from any public street, shall be performed before receiving a Certificate of Appropriateness. I further understand that approval by the Historic Preservation Commission for any modifications to homes, buildings, landscaping, or grounds including fences, driveways, and parking areas shall expire 12 months from the date of approval.

SIGNATURE

12/31/25

DATE

PLEASE READ: Applicants are encouraged to submit complete applications with sufficient information to enable a clear understanding of the proposal by the Historic Preservation Commission members and staff. Incomplete applications that do not clearly communicate the proposed improvements or changes will be denied.

FULL DESCRIPTION OF PROPOSAL:

We would like to install 25 solar panels on our garage roof and back roof of our home. There would be 18 on the garage roof and seven on the rear of the house. Each panel will produce 435w.

REQUIRED INFORMATION TO BE SUBMITTED WITH APPLICATION:

(Each item submitted is to be INITIALED by the applicant. If you are not submitting any of the requested information, please indicate not applicable and explain in the space provided why it is not necessary for this project)

KVS/TF Sketch, drawing and/or elevations showing the proposed changes or improvements
A computer generated drawing is attached showing the scope and details of the proposed project.

KVS/TF Site plan or plat of property
The site plan is included in the computer-generated drawing, attached.

KVS/TF Photographs showing property, work in question, and the area of the proposed project

Several photographs of the property and areas of the proposed project as seen from the ground are attached.

KVS/TF Other (please list)

KVS/TF A list of materials that identifies the type and quality of materials to be used in the Proposed project

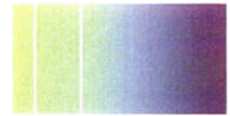
Included in company proposal.

KVS/TF Twelve sets of all information and materials for use by the Historic Preservation Commission members and staff in the review of this request (REQUIRED)

*****COA for signs only requires two sets of information. *****

(Applicants may refer to typical submissions kept at the Planning and Inspections Department of the City of Staunton on the third floor of City Hall located at 116 W. Beverley Street for illustrations of how to present the required information)

Q.TRON BLK M-G2+ SERIES

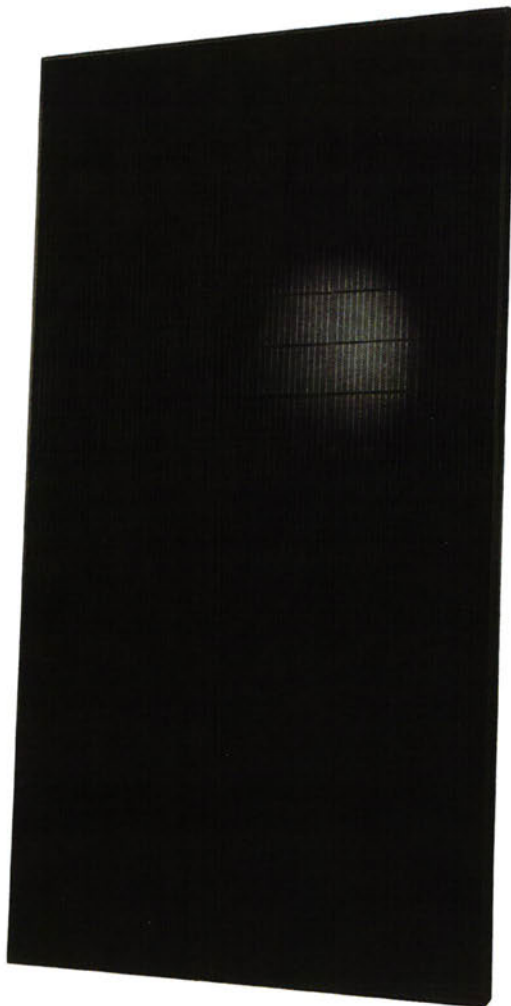


qcells

410 - 450 Wp | 108 Cells
22.5 % Maximum Module Efficiency
 Domestic Content Option Available



MODEL	Q.TRON BLK M-G2+ Q.TRON BLK M-G2.C+,	Q.TRON BLK M-G2.F+ Q.TRON BLK M-G2.H+
-------	---	--



Includes Domestic Content

Q.TRON BLK M-G2.X+ solar modules ("X" can be "C, F, H") contain U.S. manufactured components which can contribute to qualifying for the 10% domestic content bonus to applicable tax credits under the Inflation Reduction Act of 2022.¹



High performance Qcells N-type solar cells

Q.ANTUM NEO Technology with optimized module layout boosts module efficiency up to 22.5%.



A reliable investment

Inclusive 25-year product warranty and 25-year linear performance warranty.²



Enduring high performance

Long-term yield security with Anti LeTID Technology, Anti PID Technology³, Hot-Spot Protect.



Extreme weather rating

High-tech aluminum alloy frame, certified for high snow (8100 Pa) and wind loads (3600 Pa).



Innovative all-weather technology

Optimal yields, whatever the weather with excellent low-light and temperature behaviour.



Far beyond the standard

Qcells' comprehensive quality program ensures high long-term yields and the reliability of your solar system.

¹ This statement should not be relied on as tax advice and is subject to change based on changes made to the Inflation Reduction Act and its implementing rules and regulations. Please consult a qualified tax professional for specific guidance.

See data sheet on rear for further information.

² APT test conditions according to IEC/TS 62804-1:2015, method A (1500 V, 96 h)

The ideal solution for:

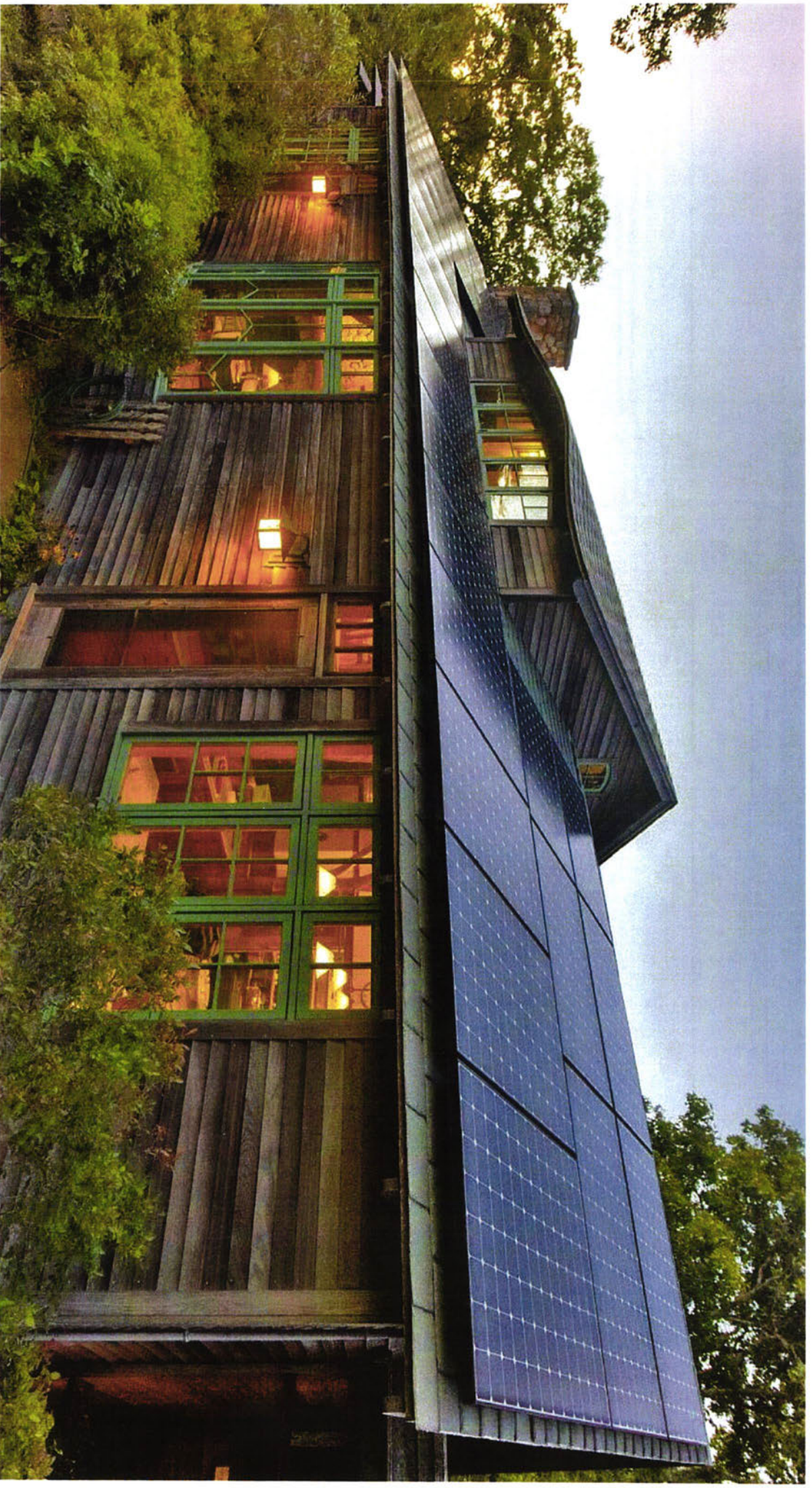


Rooftop arrays on residential buildings



KEB

TF



Prepared For

Kate & Tim Slyck / Fontaine
815 W Beverley St, Staunton,
VA 24401, USA

Prepared By

Phillip Ballurio
phillip@sundaysolar.com
+1 540 676 7661



VCB TF



The Power is Yours



A summary of your system design

Meet your solar system

Below is an overview of the system and its price breakdown

\$ System cost \$33,862.50	⚡ System size 10.75 kW
💡 Annual production 12,105 kWh	☀️ Est. annual savings \$1,808.71
System cost	\$33,862.50
Incentives*	\$8,654.07
Net system cost	\$25,208.43

*If homeowner qualifies

Learn more about your solar system

System details

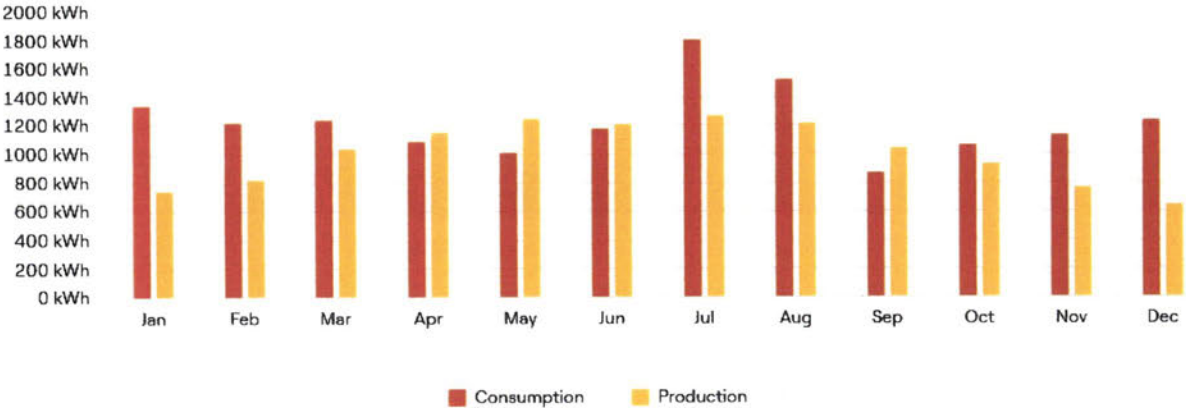
System

Q.TRON BLK M-G2+/AC 430
Qcells

Q.HOME COMBINER 80 G1
Qcells

Modules Qty: 25

Combiner boxes Qty: 1





Kate Van Slyck <[REDACTED]>

Additional Information for Solar Proposal

1 message

Kate Van Slyck <[REDACTED]>

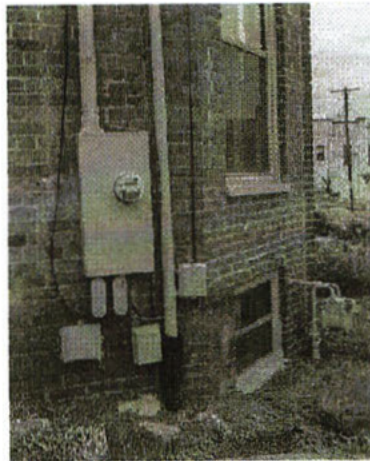
Wed, Dec 31, 2025 at 2:35 PM

To: Kate Van Slyck <[REDACTED]>

Application for 815 West Beverley Street Solar Panels

The 25 black panels clip will onto the seams of the black roof (see attached 2 pages on panels)
See attached proposal from Sunday Solar with pictures of the panel placement and description.

The switch off box will be installed beside the electrical meter on the southwest side of the house, per code requirement. All other internal controls will be located inside the basement.



The house:

TF
KVS