



COMMUNITY DEVELOPMENT
Planning & Zoning Division

MEMORANDUM

TO: Historic Preservation Commission Members

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

DATE: June 18, 2026

SUBJECT: June 23, 2026 HISTORIC PRESERVATION COMMISSION MEETING

The Staunton Historic Preservation Commission will hold its regular meeting on **Tuesday, June 23, 2026 at 5:30 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 be a field trip on Monday, June 22, 2026 at noon. Please meet at 29 E. Beverley Street.

A G E N D A

1. Call to Order _____
2. Moment of Silence _____
3. Historic Preamble _____
4. Approval of May 26, 2026 Meeting Minutes _____
5. New Business _____
 - a. CERTIFICATE OF APPROPRIATENESS
Eric Stamer
212 N Market Street
Replace Porch Roof

 - b. CERTIFICATE OF APPROPRIATENESS
Lowell Brown
221 E Beverley Street
Chimney Repair/Replacement, Add Solar

 - c. CERTIFICATE OF APPROPRIATENESS
Michael Ceruti
Roger Decker, Decker Realty
29 E. Beverley Street
Rooftop Structure Alteration

6. Old Business

a. CERTIFICATE OF APPROPRIATENESS

Joffre Essley
201 N. Madison Street
COA Extension Request

b. CERTIFICATE OF APPROPRIATENESS

Johan Westenburg
113 W. Beverley Street
Remove Storefront Window, New Bulkhead with
Counter, Install Rollup Garage Door

7. Other Business

8. Adjournment



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STAUNTON HISTORIC PRESERVATION COMMISSION

May 26, 2026

5:30 p.m.

Council Chambers

PRESENT: **Deneen Brannock, Chair**
 Michael Brown, Vice Chair
 Alexander Avery

ABSENT: **Carter Lively**

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

Ms. Brannock read the historic preamble.

APPROVAL OF MINUTES

Mr. Avery moved to approve the minutes of the April 28, 2026 meeting.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

NEW BUSINESS**a. **CERTIFICATE OF APPROPRIATENESS****

Christi Crittenden
208 N. Market Street
Install Aluminum Fence

Applicant Statement: Ms. Crittenden described an extensive renovation and addition to the rear of her home at 208 North Market Street. To complete the project, she requested approval to install an aluminum fence across the front of the property, consistent in design with the fence

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](#).

installed by her neighbor next door. The gate would be flat rather than arched (to differ from the neighbor's arched gate).

Recommendation: Mr. Strassler stated the application follows the guidelines for fences and walls and recommended approval.

Commissioner Brown noted he had visited the site and reviewed the neighboring fence and found the proposal clear and consistent.

Motion:

Mr. Brown moved that the Certificate of Appropriateness be approved for the installation of the aluminum fence and gate, to be placed behind the existing wall, similar to the adjacent property, per Section C – Fences and Walls of the Architectural Guidelines.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

**b. CERTIFICATE OF APPROPRIATENESS
HR Heritage LLC/Jeff Robbie
16 S. Madison
Window Replacements (First Floor)**

Applicant Statement: The applicant appeared via Zoom and explained that existing first-floor windows had been inadvertently removed and replaced with vinyl windows without first obtaining a Certificate of Appropriateness. The applicant proposed replacement with Jeld-Wen wood-interior, wood-exterior windows, featuring raised mullions on both interior and exterior surfaces and a bronze spacer bar within the insulated unit.

Recommendation: Mr. Strassler recommended denial of the Certificate of Appropriateness, citing the Historic Preservation Guidelines' requirement that deteriorated historic features be repaired rather than replaced, and that any replacement must match the original design, color, texture, and materials. Mr. Strassler noted that the existing second-floor windows provide a pattern for reconstruction, and that a local mill shop or on-site carpenter could fabricate and install replacement sashes at single-pane. He indicated that exterior storm windows could be applied for energy efficiency and provided references for accomplishing this repair.

Discussion: Commissioners noted that the original frames (with rope and weights) remain in place; only the sashes were removed. Commissioner Avery explained that individual panes of glass set in glazing compound produce a distinctly different reflective pattern than a single pane with applied mullions, and that this difference is visible from a distance. The applicant noted the

property is a rental and expressed interest in energy efficiency; he indicated he was unaware of the staff memo and had not received it.

Staff noted that the memo had been emailed the previous Friday and offered to resend. Chair Brannock suggested tabling the item to allow the applicant to review the staff recommendations and obtain an estimate for sash reconstruction.

The applicant agreed to the tabling. Staff (Linda Nesselrodt) indicated she would send the applicant the Agreement to Table form and advised that any new information must be submitted to staff prior to being placed on a future agenda. Applicant to obtain estimate for sash reconstruction and submit to staff.

Motion:

Mr. Avery moved to table the item until the applicant could provide an updated application to staff as discussed.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

c. CERTIFICATE OF APPROPRIATENESS

Emmanuel Episcopal Church

300 W. Frederick Street

HVAC Screening/Retaining Wall/Concrete Walk

Applicant Statement: Applicant: John Garber, Principal Engineer, Lineage Architects, Verona, Virginia; Penny Garber, Principal and Founder; Deborah Patton, Church Liaison

Mr. Garber presented the application on behalf of Emmanuel Episcopal Church. The congregation desires to install HVAC conditioning in the sanctuary, which has become unusable during certain months due to extreme temperatures. The proposal includes placement of two outdoor HVAC units on a reconditioning slab below street level. The existing slab would be improved with attention to material compatibility. Previously stored historic gates, deemed period-appropriate, would be reinstalled. A 36-inch retaining wall was proposed to screen the equipment area.

Mr. Avery noted that the previous replacement of the original slate roof with copper likely exacerbated the building's temperature challenges.

Recommendation: Mr. Strassler stated that while the retaining wall is proposed at 36 inches, the HVAC condensers stand approximately 68 inches tall, making them visible from Washington

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Street and from the primary facade of the building. He expressed concern that the landscaping as proposed might not provide sufficient screening over time, and that the Commission needed assurance that equipment views would be effectively screened. Mr. Strassler indicated that the goal—shared by the applicant and staff—is appropriate concealment of the mechanical equipment.

Discussion: The Commission discussed several options to improve screening:

1. Raising the retaining wall to approximately 7 feet 4 inches to fully conceal the units. The applicant noted this option would reduce natural light to the downstairs fellowship hall windows (stained glass on the east elevation), and would risk creating an unintended enclosure problematic for the congregation's community outreach efforts.
2. Lowering the slab to reduce equipment visibility. The applicant noted this option was feasible but would require drainage modifications and potential disruption to the sidewalk and street.
3. Raising the wall to match the height of the adjacent existing stone wall (approximately 54 inches / 4 feet 6 inches), combined with American Holly landscaping (proposed at 45-gallon size) for supplemental screening. This intermediate option was preferred by the Commission as a compromise.

The applicant indicated they had met with Mr. Strassler that afternoon and had prepared elevation drawings showing worst-case viewer sightlines. The applicant agreed to work with staff to finalize landscaping selection if the Commission approved the application conditionally.

The Commission noted they were not approving specific landscaping plantings, only that screening would be provided.

Motion:

Mr. Avery moved to approve the Certificate of Appropriateness with the design modification that the new vision-occluding retaining wall be built to match the height of the existing adjacent stone wall.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

d. CERTIFICATE OF APPROPRIATENESS

Joffre Essley
201 N. Madison Street
COA Extension Request

No applicant was present in person or via Zoom. Staff recommended tabling the item until the next regular meeting.

Motion:

Mr. Brown moved to table the item until the next regular meeting.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

e. CERTIFICATE OF APPROPRIATENESS

Elizabeth Abudakar
950 W. Beverley Street
Install Aluminum Fence

Applicant Statement: The applicant requested approval to install an aluminum fence at 950 West Beverley Street.

Discussion: The Commission clarified that the proposed gates would be arched and set back from the street at a distance sufficient to allow one large truck or two cars to queue between the street and the gate prior to opening

Recommendation: Mr. Strassler noted the application follows the guidelines for fences and walls. He asked for clarification on gate placement, which the applicant provided.

Motion:

Mr. Brown moved that the Certificate of Appropriateness be approved for the installation of the aluminum fence and arched setback gate, with the gate set back a distance sufficient for one large truck or two cars side by side, per Item C – Fences and Walls of the Architectural Guidelines.

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

Ms. Brannock	aye	Mr. Brown	aye
Mr. Avery	aye		

OTHER BUSINESS

Departure of Commissioner Blanton

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](#).

Ms. Brannock noted for the record that Mr. Blanton has resigned from the Commission due to relocation. His final meeting was the April 2026 meeting. Ms. Brannock expressed gratitude on behalf of the Commission for his service and contributions.

Outstanding Compliance – 29 East Beverley Street

Mr. Brown noted that the elevator tower at 29 East Beverley Street still has Texture 1-11 plywood on it, which was required to be stuccoed to match the existing building exterior when prior work was performed. The condition remains unresolved.

Ms. Nesselrodt stated she had previously contacted the property owner and would follow up again.

ADJOURNMENT

The Chair adjourned the meeting at 6:03 p.m.

Meggie Taylor
Clerk to Historic Preservation Commission

HISTORIC PRESERVATION COMMISSION

Item Review

Meeting Date:	June 23, 2026
Project Address:	212 N Market Street
Applicant:	Eric Stamer, Owner

Project Proposal:

I need to replace the front porch roof and the small roof over my kitchen on the back of the house. Presently, it is stamped metal roofing. My roofer said that that product is unavailable. I wish to replace it with a standing seam metal roof

Materials Description:

Standing Seam Metal Roof

Historic Staunton Foundation Recommendation:

HSF recommends approval of the COA. The porch roof is covered with metal embossed shingles including period rolled ridge caps. 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.

(See review for full details)



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

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

June 15, 2026

Certificate of Appropriateness

Remove Embossed Metal Shingle Roofs and Replace with Standing Seam Metal
212 North Market Street
Stuart Addition Historic District

Existing Condition: Built between 1909 and 1904 this is a 2-story, 2 bay frame house with a front gable roof. Wide overhanging eaves extend over the large front gable. The gable is covered with shingles with a framed panel of lap siding centered below a double window casing with 6 light frames. A projecting band supported by end brackets delineates the 2nd floor. Wood lap siding covers the second and first floors. The second-floor fenestration includes two, double window casings with six over one double hung sash. A front porch with hip roof covered with embossed metal shingles extends across the façade supported by square columns. A bay with six over one, wood sash windows is under the porch on the 1st floor.

Note the architectural details of the house relate to the Shingle Style which emphasized shingle siding as well as roofing.

Proposed Work:

Please review the application.

Two porch roofs (Approx. 700 to 800 sq. ft.)

Existing metal shingle roof removal:

1. Remove all existing old metal shingles from the roof deck.
2. Inspect and replace any weak or deteriorated roof deck.
3. Includes all cleanup and removal of debris keeping entire premise neat and clean.

New slatted wood deck (ROOF SHEATHING) replacement:

1. Inspect the existing roof deck.
2. Replace any weak deteriorated roof deck where necessary

New 24-gauge galvanized prefinished standing seam roof system roof system:

1. Over the entire prepared substrate, install 24-gauge galvanized prefinished standing seam roof system.

New wall flashings detail:

1. Along two walls install, install prefabricated 24-gauge prefinished metal flashing.
2. Secure all flashings into walls with pre-drilled lead anchors.

New powder coated snow guards:

1. Along the bottom roof perimeters, install heavy-duty powder coated snow/ice shield snow brakes.

Note – no examples/photos were submitted indicating the appearance of the proposed materials.

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 porch roof is covered with metal embossed shingles including period rolled ridge caps. 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/>
- [Products - The W.F. Norman Sheet Metal Mfg. Co. https://wfnorman.com/products/](https://www.wfnorman.com/products/)
- <https://www.bestbuymetals.com/wp-content/uploads/2019/04/victorian-shingle-brochure.pdf>
- <https://www.truemetalsupply.com/victorian-shingle>

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.oldworldistributors.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.*

Sample motion:

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

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.

LOCATION/OWNERSHIP

Name of Structure _____

Street Address 212 North Market Street

Present Owner(s) _____

Mailing Address SamePresent Use Residence**LEGAL DESCRIPTION**Account No. 77380-03Assessor's Map No. 342Block & Lot Q-12Present Zoning R-4Accessible to Public No

Additional Surveys _____

Original Use ResidenceDate of Construction 1909-1914Source of Date Estimate from maps

Date of Major Known Remodeling _____

Source of Date _____

Architect or Builder Unknown**PHYSICAL DESCRIPTION**No. of Bays 2 No. of Stories 2Roof Type GablePorch Type 1 story across frontBuilding Materials: Clapboards ☒ Brick ☐ Stone ☐Stucco ☐ Shingles ☒ Board & Batten ☐

Other: _____

Notable Architectural Features: double windows on upper floors; Bay on first floor porch shingles above 1st floor

Significant Interior Details:

Unknown

Significant Outbuildings or Landscape Features:

None

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

Other _____



HISTORIC
STAUNTON
FOUNDATION

BOX 2534 STAUNTON VIRGINIA 24401

ARCHITECTURAL INVENTORY

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: 10 Category: A ☐ (15-20) B ☐ (11-14) C ☒ (6-10) D ☐ (0-5)						
OLD MAP REFERENCES:			OLD PHOTO REFERENCES:	BIBLIOGRAPHIC REFERENCES:		
YEAR	PAGE	USE				
1857						
1870						
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1899						
1904						
1909						
1914	13	Dwelling				
1921	14	"				
1929	14	"				
Other:						
ADDITIONAL MAP INFORMATION:			MAJOR ALTERATIONS:			
DEED RESEARCH AND ADDITIONAL INFORMATION:						

Eric Stamer

Two porch roofs (Approx. 700 to 800 sq. ft.)

Existing metal shingle roof removal:

1. Remove all existing old metal shingles from the roof deck.
 2. Inspect and replace any weak or deteriorated roof deck.
 3. Includes all cleanup and removal of debris keeping entire premise neat and clean.
-

New slatted wood deck replacement:

1. Inspect the existing roof deck.
 2. Replace any weak deteriorated roof deck where necessary
-

New 24-gauge galvanized prefinished standing seam roof system roof system:

1. Over the entire prepared substrate, install 24-gauge galvanized prefinished standing seam roof system.
-

New wall flashings detail:

1. Along two walls install, install prefabricated 24-gauge prefinished metal flashing.
 2. Secure all flashings into walls with pre-drilled lead anchors.
-

New powder coated snow guards:

1. Along the bottom roof perimeters, install heavy-duty powder coated snow/ice shield snow brakes.
-

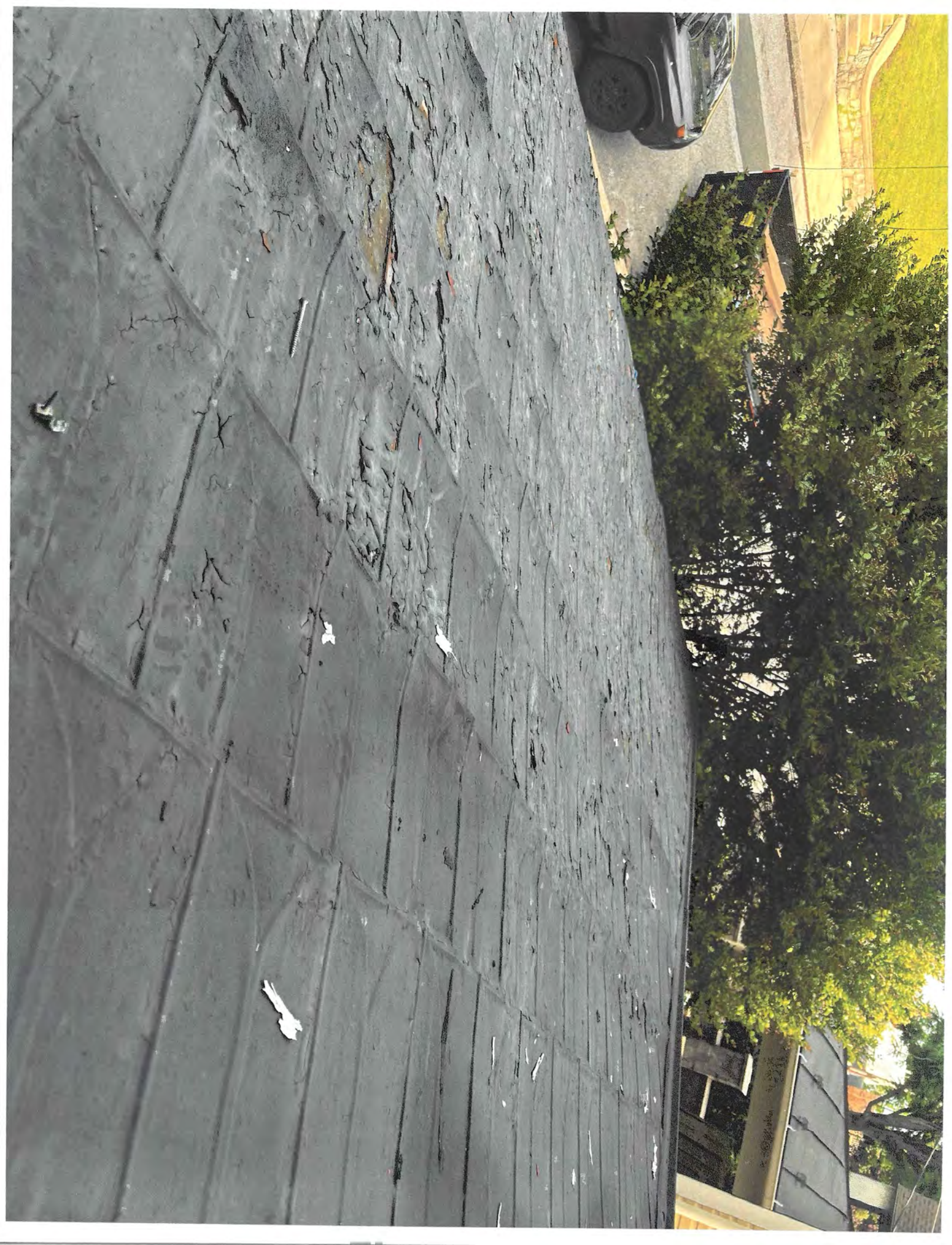
Map interaction icons: pan, zoom in, zoom out.



Map navigation controls: compass, zoom in (+), zoom out (-), home button.

Selected features: 0

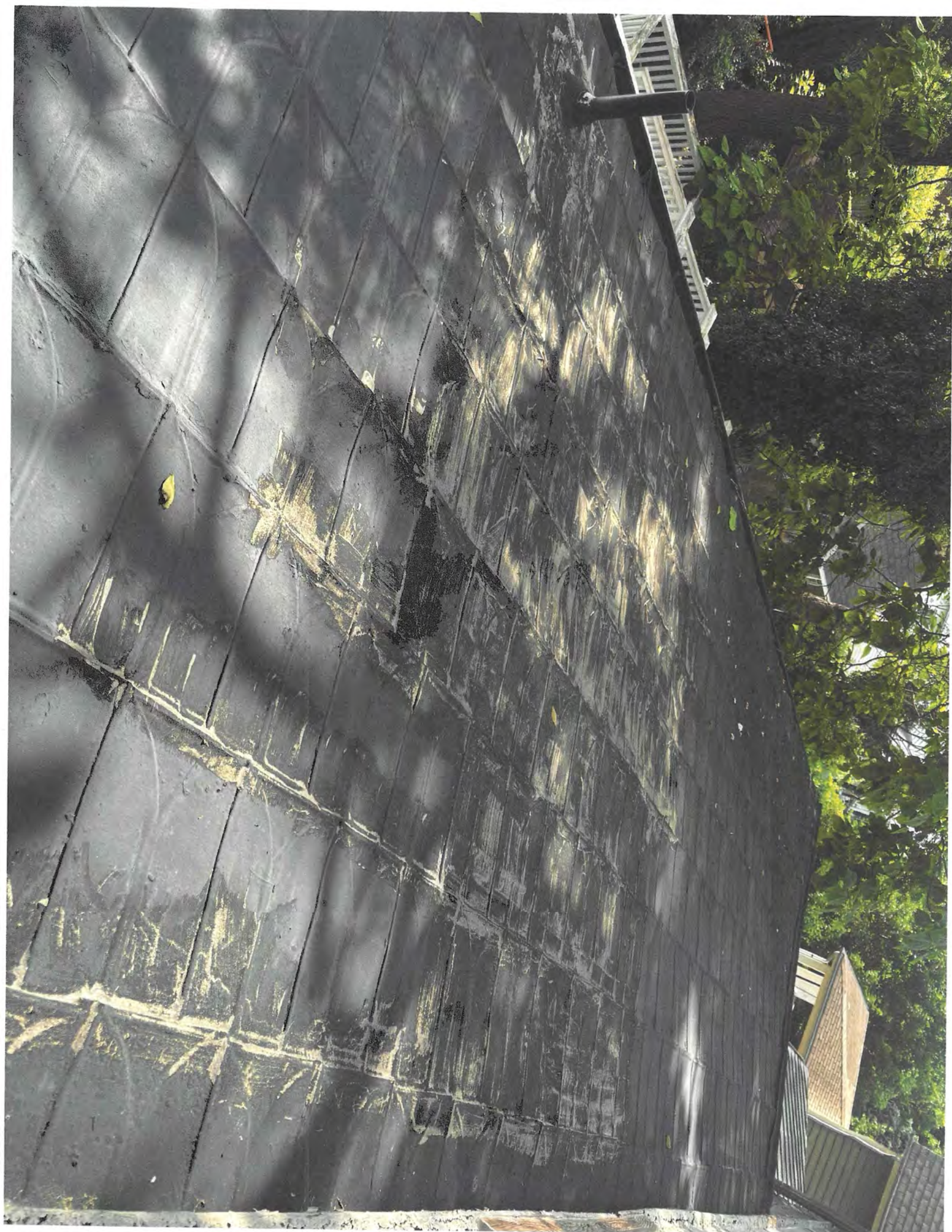














HISTORIC PRESERVATION COMMISSION

Item Review

Meeting Date:	June 23, 2026
Project Address:	221 E Beverley Street
Applicant:	Lowell Brown, Owner

Project Proposal:

Chimney Repair or possible matched replacement. (see attachment for full description)

Installation of solar panels on roof of dwelling. (see attachment for full description)

Materials Description:

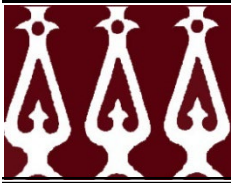
See attachment for full description

Historic Staunton Foundation Recommendation:

Chimney: HSF recommends approval of a COA for the restoration of the chimney.

Solar: 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.

(See review for full details)



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

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

May 21, 2026

Certificate of Appropriateness

221 East Beverley Street

Chimney Restoration

Gospel Hill Historic District

Existing Condition: Built between 1850 and 1870 this is a two story, 6 bay, brick house with a complex hip roof covered with a standing seam metal roof. Two tall, brick chimneys are located along the west edge of the roof.

The home was remodeled in the mid-20th century to include Federal Revival details such as the entry, steps, brick walls, iron railings, and a 2nd story addition on top of the front bay.

Proposed Work: Chimney restoration.

....restore our northwest brick chimney, potentially (because of significant deterioration) to include taking down existing brick to the roof line and replacing with original salvaged brick and handmade brick to original configuration (to match southwest chimney) using compatible mortar mix, per Mr. Weekly's description, attached. Mr. Weekly will also repoint and repair the southwest chimney, which is not structurally compromised. Linda Nesselrodt advised us that we should submit the application because of the possibility of the chimney will be completely removed prior to replacement.

Discussion:

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

C. The Secretary of the Interior's Standards for Rehabilitation

The guidelines in this publication are based on The Secretary of the Interior's Standards for Rehabilitation (<https://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>).

They are as follows:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building, its site, and its environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, other visual qualities, and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

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

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Guidelines for Existing Buildings - Elements J. Roof

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 a COA for the restoration of the chimney.

V. Guidelines for Existing Buildings - Elements J. Roof

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.

The Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building, its site, and its environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, other visual qualities, and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Sample motion:

I move for approval of a COA for the restoration of the chimney.

The guidelines recommend retaining chimneys.

V. Guidelines for Existing Buildings - Elements J. Roof

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.

The Secretary of the Interior's Standards for Rehabilitation

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7. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
8. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, other visual qualities, and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

LOCATION/OWNERSHIP

Name of Structure _____

Street Address 221 East Beverley Street

Present Owner(s) _____

Mailing Address _____

Present Use Residence**LEGAL DESCRIPTION**Account No. 274-10Assessor's Map No. 376Block & Lot C-13Present Zoning P-1Accessible to Public No

Additional Surveys _____

Original Use ResidenceDate of Construction 1850-1870Source of Date Estimate from map

Date of Major Known Remodeling _____

Source of Date _____

Architect or Builder Unknown**PHYSICAL DESCRIPTION**No. of Bays 6 No. of Stories 2Roof Type Complex hipPorch Type 1-story across frontBuilding Materials: Clapboards ☐ Brick ☒ Stone ☐Stucco ☐ Shingles ☐ Board & Batten ☐

Other: _____

Notable Architectural Features:

Significant Interior Details:

Unknown

Significant Outbuildings or Landscape Features:

Stone wall and iron fenceArchitectural Style ☐ orCharacteristics ☒ :Greek Revival ☐Gothic Revival ☐Stick Style ☐Italianate ☒ (original)Queen Anne ☐Chateausque ☐Romanesque Revival ☐Shingle Style ☐Colonial Revival ☐Beaux Arts ☐Vernacular ☐Other (heavily remodeled)(see back)Date 5/76 Surveyed By WTFPhotograph Roll No. 2196 Neg. No. 8

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: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">YEAR</th> <th style="width: 20%;">PAGE</th> <th style="width: 60%;">USE</th> </tr> </thead> <tbody> <tr><td>1857</td><td></td><td></td></tr> <tr><td>1870</td><td>Possibly</td><td></td></tr> <tr><td>1877</td><td>Capt. J.C. Marquis</td><td></td></tr> <tr><td>1884</td><td>(lot #825 Capt. J.C. Marquis</td><td></td></tr> <tr><td>1886</td><td>2 #212 Dwelling</td><td></td></tr> <tr><td>1891</td><td>3 " "</td><td></td></tr> <tr><td>1894</td><td>2 " "</td><td></td></tr> <tr><td>1899</td><td>4 " "</td><td></td></tr> <tr><td>1904</td><td>4 " "</td><td></td></tr> <tr><td>1909</td><td>10 #221</td><td>"</td></tr> <tr><td>1914</td><td>10 " "</td><td></td></tr> <tr><td>1921</td><td>10 " "</td><td></td></tr> <tr><td>1929</td><td>10 " "</td><td></td></tr> <tr><td colspan="3">Other: _____</td></tr> <tr><td colspan="3"> </td></tr> </tbody> </table>			YEAR	PAGE	USE	1857			1870	Possibly		1877	Capt. J.C. Marquis		1884	(lot #825 Capt. J.C. Marquis		1886	2 #212 Dwelling		1891	3 " "		1894	2 " "		1899	4 " "		1904	4 " "		1909	10 #221	"	1914	10 " "		1921	10 " "		1929	10 " "		Other: _____						OLD PHOTO REFERENCES: (original house) Staunton: PP&F; p. 55 Come to Staunton p. 32			BIBLIOGRAPHIC REFERENCES: 1940 Leader Special Edition, Sec. 2, p. 17		
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ADDITIONAL MAP INFORMATION:			MAJOR ALTERATIONS: Remodeling (probably mid 20th C.) included adding 2nd story to front bay; removing brackets; adding "Federal" entry, steps, brick walls, iron railings, etc.																																																					
DEED RESEARCH AND ADDITIONAL INFORMATION: This attempt to remodel house in an earlier "colonial" style has resulted in the permanent loss of the integrity of the original late 19th c. design.																																																								

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: In consultation with Frank Strassler, we have selected Allen Weekly from a Historic Staunton Foundation list of recommended contractors restore our northwest brick chimney, potentially (because of significant deterioration) to include taking down existing brick to the roof line and replacing with original salvaged brick and handmade brick to original configuration (to match southwest chimney) using compatible mortar mix, per Mr. Weekly's description, attached. Mr. Weekly will also repoint and repair the southwest chimney, which is not structurally compromised. Linda Nesselrodt advised us that we should submit this application because of the possibility the chimney will be completely removed prior to replacement.

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
Chimney is repair or matched replacement of existing

X _____ Site plan or plat of property

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

X _____ Other (please list)
Allen Weekly estimate with process and product descriptions

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

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.

LM

Chimney replacement—221 E Beverley St.

SCALE 1" = 20' AUGUST 24, 1989
CLARK AND SHEFFER ASSOCIATES, P.C.

LMB

View of 221 E Beverley from Coalter looking west



View from Woodrow Wilson parking lot looking southeast



View from Woodrow Wilson parking lot looking south



ESTIMATE

Weekly Masonry Co.
2954 Lee Hwy
Mount Sidney, VA 244672220

weeklymasonry@gmail.com
+1 (540) 234-0130
www.restoringmasonry.com

Bill to
Lowell Brown

Ship to
Lowell Brown

Estimate details

Estimate no.: 1102
Estimate date: 02/11/2026
Expiration date: 03/25/2026

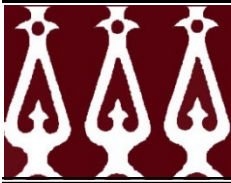
#	Product or service	Description	Amount
1.	05 Masonry	Chimney repair on 221 E Beverley Street, Staunton, Virginia Protect roof around chimney Remove existing brick down to flashing Chimney is two bricks thick at base of chimney. If mortar on interior courses of brick is deteriorated, Weekly Masonry Co. to remove, clean and relay interior brick coursing below roofline Relay chimney with original brick Deteriorated brick to be replaced with handmade brick provided by Weekly Masonry Co. Relay brick to original dimensions using mortar mix compatible with handmade brick. Remove, clean and install 8"x 8" terra-cotta pieces back into chimney at original height Store chimney brick on plywood spread across portions of roof in order to distribute the weight Form and pour new cement crown on top of chimney Materials and labor \$7,000 due when chimney is cleaned and ready to relay \$7,000 due as final payment at the completion of project Additional \$1,500.00 to move and install new flashing if brick and mortar are not deemed solid behind flashing down to roofline. OR No additional cost if homeowner wants roofing contractor to make and reinstall new flashing. Roof to be protected in area around chimney If parking pass is necessary, homeowner to secure 2 parking spaces on weekdays for one enclosed trailer behind house. If possible, preferred second parking space	\$14,000.00

MB

for truck behind house also.
Masonry debris to be removed from jobsite and disposed
Water and electric to be provided by homeowner
Before and after pictures of jobsite may be used for
advertising purposes.
Quote price is valid for 45 days.
Work to be performed before September 30, 2026 unless
there are unforeseen issues.

Accepted date

Accepted by



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

STAUNTON HISTORIC PRESERVATION COMMISSION
HSF Recommendation
May 21, 2026
Certificate of Appropriateness
221 East Beverley Street
Solar Installation
Gospel Hill Historic District

Existing Condition: Built between 1850 and 1870 this is a two story, 6 bay, brick house with a complex hip roof covered with a standing seam metal roof. Two tall, brick chimneys are located along the west edge of the roof.

The home was remodeled in the mid-20th century to include Federal Revival details such as the entry, steps, brick walls, iron railings, and a 2nd story addition on top of the front bay.

The house is sighted above the street level and on a slope. The east roof is partially visible from East Beverley Street.

Proposed Work:

With the steady increase in utility costs projected to continue by as much as 25% by 2030, my family is looking at ways to diversify our fuel sources and reduce expenses over the long haul. Unfortunately, our divided flues mean we cannot line our chimneys and install a wood stove for supplemental heat. The next most accessible option is solar panels, which we appreciate for environmental reasons despite the hefty upfront costs. Tiger Solar has proposed a lean but efficient system with 17 panels on the west, south and east faces of the roof. Part of the east face is visible to a pedestrian walking west on Beverley from Coalter.

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.

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

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.

<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 east roof slope would be partially visible from East 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 roof slopes. This majority of the propsoed installation appears not to be visible from adjoining streets. No panels or assoicated equipment will be installed that will obscure charcter 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 _____

Street Address 221 East Beverley Street

Present Owner(s) _____

Mailing Address _____

Present Use Residence**LEGAL DESCRIPTION**Account No. 274-10Assessor's Map No. 376Block & Lot C-13Present Zoning P-1Accessible to Public No

Additional Surveys _____

Original Use ResidenceDate of Construction 1850-1870Source of Date Estimate from map

Date of Major Known Remodeling _____

Source of Date _____

Architect or Builder Unknown**PHYSICAL DESCRIPTION**No. of Bays 6 No. of Stories 2Roof Type Complex hipPorch Type 1-story across frontBuilding Materials: Clapboards ☐ Brick ☒ Stone ☐Stucco ☐ Shingles ☐ Board & Batten ☐

Other: _____

Notable Architectural Features:

Significant Interior Details:

Unknown

Significant Outbuildings or Landscape Features:

Stone wall and iron fenceArchitectural Style ☐ orCharacteristics ☒ :Greek Revival ☐Gothic Revival ☐Stick Style ☐Italianate ☒ (original)Queen Anne ☐Chateausque ☐Romanesque Revival ☐Shingle Style ☐Colonial Revival ☐Beaux Arts ☐Vernacular ☐Other (heavily remodeled)(see back)Date 5/76 Surveyed By WTFPhotograph Roll No. 2196 Neg. No. 8

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: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">YEAR</th> <th style="text-align: left;">PAGE</th> <th style="text-align: left;">USE</th> </tr> </thead> <tbody> <tr><td>1857</td><td></td><td></td></tr> <tr><td>1870</td><td>Possibly</td><td></td></tr> <tr><td>1877</td><td>Capt. J.C. Marquis</td><td></td></tr> <tr><td>1884</td><td>(lot #825 Capt. J.C. Marquis</td><td></td></tr> <tr><td>1886</td><td>2 #212 Dwelling</td><td></td></tr> <tr><td>1891</td><td>3 " "</td><td></td></tr> <tr><td>1894</td><td>2 " "</td><td></td></tr> <tr><td>1899</td><td>4 " "</td><td></td></tr> <tr><td>1904</td><td>4 " "</td><td></td></tr> <tr><td>1909</td><td>10 #221</td><td>"</td></tr> <tr><td>1914</td><td>10 " "</td><td></td></tr> <tr><td>1921</td><td>10 " "</td><td></td></tr> <tr><td>1929</td><td>10 " "</td><td></td></tr> <tr><td colspan="3">Other: _____</td></tr> <tr><td colspan="3">_____</td></tr> </tbody> </table>			YEAR	PAGE	USE	1857			1870	Possibly		1877	Capt. J.C. Marquis		1884	(lot #825 Capt. J.C. Marquis		1886	2 #212 Dwelling		1891	3 " "		1894	2 " "		1899	4 " "		1904	4 " "		1909	10 #221	"	1914	10 " "		1921	10 " "		1929	10 " "		Other: _____			_____			OLD PHOTO REFERENCES: (original house) Staunton: PP&F; p. 55 Come to Staunton p. 32			BIBLIOGRAPHIC REFERENCES: 1940 Leader Special Edition, Sec. 2, p. 17		
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ADDITIONAL MAP INFORMATION:			MAJOR ALTERATIONS: Remodeling (probably mid 20th C.) included adding 2nd story to front bay; removing brackets; adding "Federal" entry, steps, brick walls, iron railings, etc.																																																					
DEED RESEARCH AND ADDITIONAL INFORMATION: This attempt to remodel house in an earlier "colonial" style has resulted in the permanent loss of the integrity of the original late 19th c. design.																																																								

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:

With the steady increase in utility costs projected to continue by as much as 25% by 2030, my family is looking at ways to diversify our fuel sources and reduce expenses over the long haul. Unfortunately our divided flues mean we cannot line our chimneys and install a wood stove for supplemental heat. The next most accessible option is solar panels, which we appreciate for environmental reasons despite the hefty upfront costs. Tiger Solar has proposed a lean but efficient system with 17 panels on the west, south and east faces of the roof. Part of the east face is visible to a pedestrian walking west on Beverley from Coalter.

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)

X **Sketch, drawing and/or elevations showing the proposed changes or improvements**
Draft placement of panels provided by Tiger Solar

X **Site plan or plat of property**

X **Photographs showing property, work in question, and the area of the proposed project**
Arrows indicate roof faces to receive panels

Other (please list)

X **A list of materials that identifies the type and quality of materials to be used in the Proposed project**
Full Tiger Solar proposal

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.

CAF

Certificate of Appropriateness proposal

Solar panels—221 E Beverley St.



Tiger Solar proposed layout of solar panels

Certificate of Appropriateness proposal
Solar panels—221 E Beverley St.

LMB



View of 221 E Beverley from Coalter looking west



View of 221 E Beverley from Coalter looking east

Certificate of Appropriateness proposal
Solar panels—221 E Beverley St.

LMB

LEARN MORE ABOUT YOUR SOLAR SYSTEM

SYSTEM DETAILS

Energy Offset

43%

System

TSM-DE09R 415

Trina Solar Energy Co., Ltd

Modules

Qty: 17

IQ8HC-72-M-US (240V)

Enphase Energy Inc.

Inverters

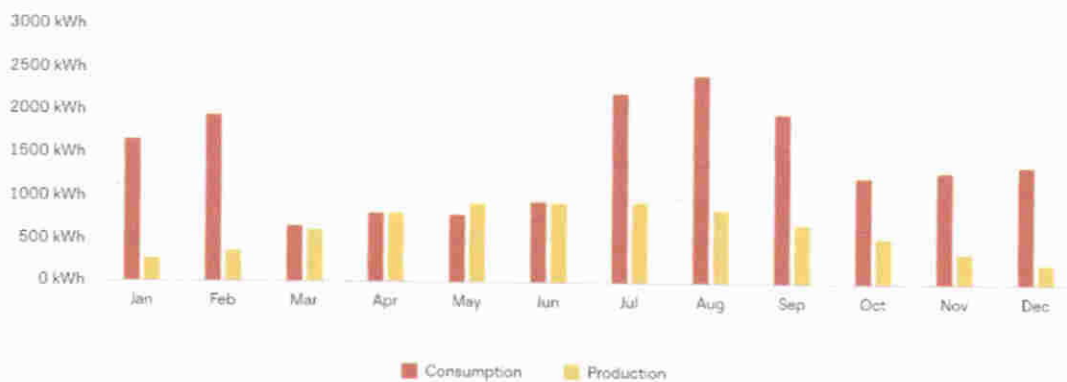
Qty: 17

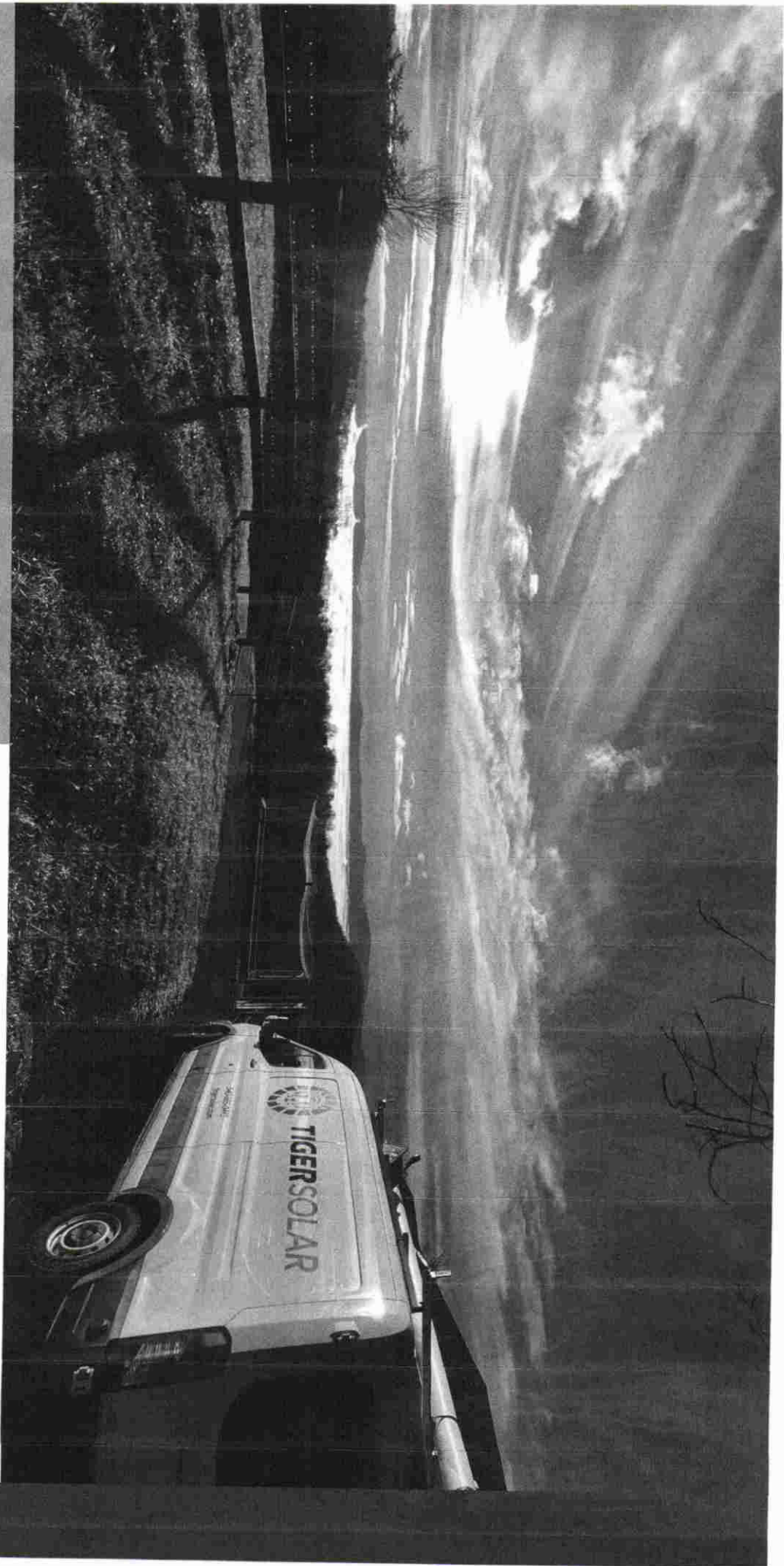
Panel

Trina Solar Energy Co., Ltd - TSM-DE09R 415

Inverter

Enphase Energy Inc. - IQ8HC-72-M-US (240V)





PROPOSAL

Lowell Brown
221 E Beverley St, Staunton, VA 24401, USA

**TOGETHER WE
SHINE BRIGHTER**



ABOUT TIGER SOLAR

We're a team of customer-first fanatics with two decades of experience designing and building the highest-quality clean energy systems. Developing solid relationships and delivering the highest quality clean energy systems are what matter most. We're not focused on growing the fastest or completing the most projects. We're motivated to provide you with the best experience possible.



**Enphase
Gold
Installer**



Committed to the future of rural communities.



Google Rating
4.9 ★★★★★
Based on 100+ reviews



2,000+
installations to date



20+
years in business



0
pushy sales tactics to pressure you to sign a
contract

SOLAR SPEAK

As we dive into the proposal, it's good to think about solar from a macro perspective.

THINKING ABOUT OUR FUTURE

During our 20 years in business, our systems have generated an amazing amount of clean power, resulting in the ongoing climate benefits. Ask your Tiger Solar contact about the potential positive impact of your system!



330

BARRELS OF OIL OFFSET

The CO₂ emissions of the number of barrels of oil that would produce the equivalent amount of energy as your solar system.



3,638

TREES PLANTED

The number of trees that would have to be planted for an equivalent reduction of CO₂ emissions.



1

VEHICLES OFFSET

The number of vehicles that would be saved per year to produce an equivalent reduction on CO₂ emissions.

SOLAR ENERGY IS GOOD FOR THE PLANET AND YOUR WALLET

WHAT YOU'LL SAVE WITH SOLAR

How much will your solar system save you over 35 years?

\$49,368.35



WITH SOLAR

\$138.69

Monthly Utility Bill

\$478.15

Est. Monthly Utility Bill in 35 Years



WITHOUT SOLAR

\$235.44

Monthly Utility Bill

\$741.50

Est. Monthly Utility Bill in 35 Years

*Estimated savings after system purchase and financing costs. Assumes utility rate increases 3.50% per year, and cash flows discounted at 5%

CMB



A SUMMARY OF YOUR SYSTEM DESIGN

MEET YOUR SOLAR SYSTEM

Below is an overview of the system
and its price breakdown



System Cost

\$20,682.00



System Size

7.06 kW



Annual Production

7,481 kWh



Est. Annual Savings

\$1,161.00

LEARN MORE ABOUT YOUR SOLAR SYSTEM

SYSTEM DETAILS

Energy Offset

43%

System

TSM-DE09R 415

Trina Solar Energy Co., Ltd

Modules

Qty: 17

IQ8HC-72-M-US (240V)

Enphase Energy Inc.

Inverters

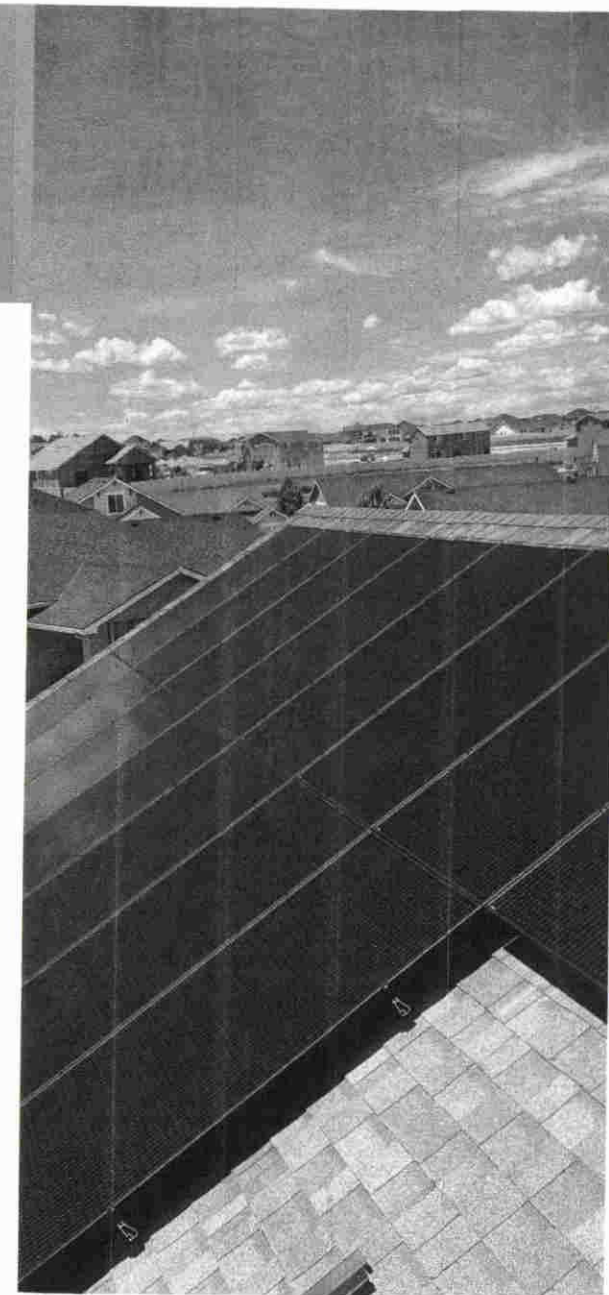
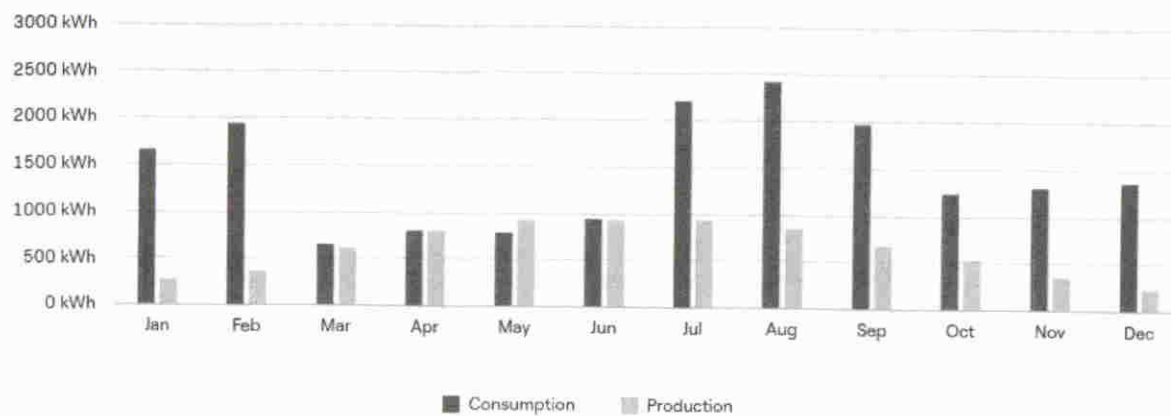
Qty: 17

Panel

Trina Solar Energy Co., Ltd - TSM-DE09R 415

Inverter

Enphase Energy Inc. - IQ8HC-72-M-US (240V)



FINANCING SUMMARY

Cash Payment

Payback period	14.49 years
Total system cost (includes incentives applied today)	\$20,682.00

COSTS AND SAVINGS

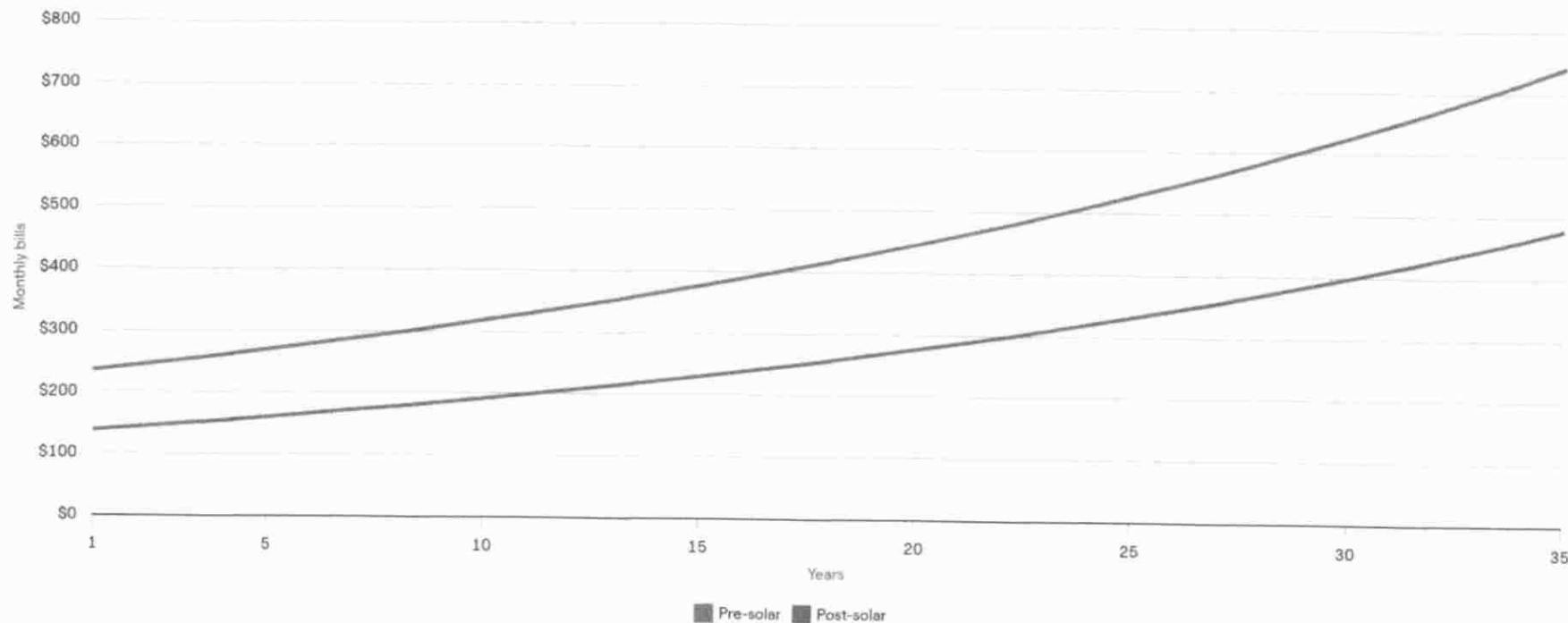
THE COST OF NOT GOING SOLAR

\$741.50

Final Bill without Solar*

\$235.44

Current Bill*



CASH PURCHASE

- Maximize your savings by owning a secure long-term investment
- Break even in 14.5 years
- Use federal investment tax credit to reduce your tax liability
- Increase the market value of your home

FINANCED PURCHASE

- Numerous low-cost, low-interest rate loan programs are available
- Achieve immediate savings while you repay the loan over time
- Use federal investment tax credit to reduce your tax liability
- Increase the market value of your home

EXPECTED ANNUAL PAYMENT SCHEDULE

CASHFLOW OVERVIEW

Year	Annual B3 Pre Solar	Annual B3 Post Solar	Annual Cashflows	Cumulative Cashflows
1	\$2,825.34	\$1,564.34	\$1,161.00	-\$19,521.00
2	\$2,921.04	\$1,725.31	\$1,195.73	-\$18,325.27
3	\$3,020.10	\$1,786.62	\$1,233.47	-\$17,091.80
4	\$3,122.62	\$1,854.33	\$1,268.29	-\$15,823.51
5	\$3,228.72	\$1,922.52	\$1,306.21	-\$14,517.30
6	\$3,336.56	\$1,993.29	\$1,345.25	-\$13,172.05
7	\$3,452.21	\$2,066.79	\$1,385.42	-\$11,786.63
8	\$3,569.86	\$2,142.98	\$1,426.88	-\$10,361.75
9	\$3,691.62	\$2,222.11	\$1,469.51	-\$8,892.24
10	\$3,817.64	\$2,304.21	\$1,513.43	-\$7,378.81
11	\$3,948.07	\$2,389.36	\$1,558.71	-\$5,820.10
12	\$4,083.07	\$2,477.74	\$1,605.34	-\$4,214.76
13	\$4,222.80	\$2,569.47	\$1,653.32	-\$2,561.44
14	\$4,367.41	\$2,664.66	\$1,702.73	-\$858.71
15	\$4,517.09	\$2,763.52	\$1,753.56	\$894.85
16	\$4,672.00	\$2,865.91	\$1,806.09	\$2,700.94
17	\$4,832.34	\$2,972.24	\$1,860.09	\$4,561.03
18	\$4,998.28	\$3,082.62	\$1,915.66	\$6,476.69
19	\$5,170.04	\$3,197.22	\$1,972.82	\$8,449.51
20	\$5,347.81	\$3,316.01	\$2,031.80	\$10,481.31
21	\$5,531.80	\$3,439.13	\$2,092.67	\$12,573.96
22	\$5,722.23	\$3,567.12	\$2,155.11	\$14,729.09
23	\$5,919.32	\$3,699.75	\$2,219.57	\$16,948.66
24	\$6,123.31	\$3,837.54	\$2,285.77	\$19,234.43
25	\$6,334.45	\$3,980.24	\$2,354.21	\$21,588.64
26	\$6,552.97	\$4,128.37	\$2,424.60	\$24,013.24
27	\$6,779.14	\$4,282.13	\$2,497.01	\$26,510.25
28	\$7,013.23	\$4,441.62	\$2,571.61	\$29,081.86
29	\$7,255.50	\$4,607.11	\$2,648.40	\$31,730.26
30	\$7,506.26	\$4,778.74	\$2,727.52	\$34,457.78
31	\$7,765.80	\$4,956.70	\$2,809.10	\$37,266.88
32	\$8,034.42	\$5,141.27	\$2,893.15	\$40,160.03
33	\$8,312.44	\$5,332.94	\$2,979.50	\$43,139.53
34	\$8,600.19	\$5,531.62	\$3,068.57	\$46,208.10
35	\$8,898.01	\$5,737.77	\$3,160.25	\$49,368.35

CUB

WHAT TO EXPECT DURING THE CONSTRUCTION PROCESS



REVIEW AND SIGN AGREEMENT

All system specifics and warranties are covered here



DESIGN AND ENGINEERING (3-5 BUSINESS DAYS)

In-house Design team creates the one-line for the construction of the project while the Engineering team reviews and approves structural data.



PERMIT AND NET-METERING APPLICATIONS (7-8 BUSINESS DAYS CAN VARY BASED ON LOCATION)

Our dedicated Permitting and Net-Metering Manager will reach out to you to obtain all required information to submit necessary permits and all paperwork for Net-Metering application with your electric provider.



INSTALLATION (1-5 DAYS- VARIES BY PROJECT)

This is when we have boots on the ground (or roof). Expect members of our installation team to be on site, on the roof, and in the home to complete the required work.



FINAL INSPECTION (3-5 BUSINESS DAYS FROM INSTALLATION COMPLETION)

Inspections are required by the municipality in order to activate your system. A representative from that municipality as well as someone from Tiger Solar will meet onsite to ensure that the system was installed in accordance with local codes.



PERMISSION TO OPERATE OR PTO (TYPICALLY WITHIN 30 DAYS OF PASSED INSPECTION)

This is when your electric provider has finished reviewing the Net-Metering application and give permission to activate your system.



FINAL WALK THROUGH

Once we receive PTO, your sales representation will call to schedule a Final Walk-through. Here they will go over the owners manual, recap warranties, activate System Monitoring, and assist you in activating your solar system.

All steps listed above are subject to change upon available schedule project, complexity, and third party timelines (electric provider, municipality, etc.)

ONE SINGLE GOAL: HAPPY CUSTOMERS

“

"These guys are awesome. Very knowledgeable, highly skilled professionals who performed beyond my expectations. I am very glad that we decided to work with the Tiger team for our installation. Thanks again, guys, GREAT job."

- Charlottesville Homeowner

“

"I highly recommend Tiger Solar. They were very professional, courteous, and they kept me informed at every step of the project. The technical crew was outstanding."

- Staunton Homeowner

“

"The entire process went as discussed with the sales team concerning what to expect and the timeline. Everyone at Tiger was polite, informative, and quite easy to work with. As a contractor myself, I'm critical of every detail. Tiger Solar did a VERY good job and I would not have issues recommending them."

- Charlottesville Homeowner

“

"I had done my research but as a one-time and expensive purchase, I most valued the time Tiger Solar spent educating, detailing, and explaining every aspect of my project. From sales to installation, they exceeded my expectations."

- Grand Rapids Homeowner

HISTORIC PRESERVATION COMMISSION

Item Review

Meeting Date:	June 23, 2026
Project Address:	29 E. Beverley Street
Applicant:	Michael Ceruit, Owner Robert Decker, Decker Realty

Project Proposal:

Request approval for the rooftop shed wall material replaced during urgent repair work to ensure public safety.

The rooftop shed wall overlooking New Street had a stucco finish, which developed a bulge indicating impending structural failure that posed a threat to public safety on the sidewalk and road edge. An urgent need for repair was evident. The urgency was compounded by the approaching threat of Hurricane Helene. Unable to find a contractor willing and able to perform the repair with a stucco finish, a local contractor was hired to remove the failing stucco wall and replace it with available materials that would provide structural integrity to the roof shed, offer a durable waterproof surface, and blend in the resulting work with the building exterior facing New Street.

Approval of a variance requiring replacement of the existing rooftop shed wall with one having a stucco finish is requested to avoid the additional expense of redoing the work solely to add a stucco finish, given that the existing repair was not elective but rather was forced upon us by urgent circumstance. As well, the rooftop shed wall material, whether wood board and batten siding or stucco, being located atop the three-story brick building and painted the same colors as the building wall facing New Street, is in all likelihood unnoticeable to a casual observer.

Materials Description:

Materials: A list of materials that identifies the type and quality of materials to be used in the proposed project.

Materials & Labor for completed work:

- ☐ Removed existing crumbling stucco from side of elevator housing
- ☐ Installed several new pressure treated 2x4 studs where rot was taking place
- ☐ Installed pressure treated plywood and 1x6 to soffit area to fix rotting soffits and gutter board.
- ☐ Repaired rotted window trim with like-kind material
- ☐ Installed Tyvar house wrap to exterior of wall
- ☐ Installed exterior grade 3/4" T-111 siding to the exterior of the elevator housing
- ☐ Painted all new wood to match existing colors on the exterior of the building.

Materials & Labor if stucco finish is required to be added:

- ☐ Install 1/2" cement board over the existing plywood by screwing it to the base studs.
- Area to be covered is approximately 8'x 10'
- ☐ tape and seal all joints with fiberglass mesh and waterproof thinset
 - ☐ Install a scratch coat of stucco base to the cement board base

- ☐ Install a finished coat of stucco to the base coat
- ☐ Paint the area to match the existing building color

Historic Staunton Foundation Recommendation:

HSF recommends the certificate of appropriateness be approved for replacing the missing stucco in-kind with masonry stucco to include a roughcast finish matching the remaining walls.

VI. Guidelines For Existing Buildings - Materials

C. Stucco

GUIDELINES:

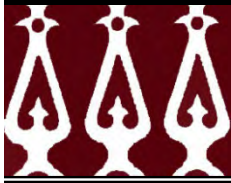
1. Maintain historic stucco as a character defining material of the building. A stucco surface also may have been applied to your building as an early alteration. As a secondary material, it may have acquired its own significance over time and should also be retained if now considered a character defining feature.

8. Replace stucco completely if more than half of the surface area has lost its bond with the substrate.

Inappropriate Treatments:

13. Do not remove historic stucco coatings from brick, stone, or frame structures.

(See review for full comments)



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

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

June 17, 2026

Certificate of Appropriateness

29 East Beverley Street

Exterior Covering of the Elevator House on Roof

Beverley Historic District

Existing Condition: Historically known as the Loeb Brothers Store, the building was constructed between 1880 and 1886. This is a three story, three bay, brick masonry commercial building. The façade was designed with Italianate style elements including a highly decorated bracketed cornice, segmental arch windows with hoods, and saw tooth brick work with terracotta decoration. The first floor storefront was altered and now includes divided light storefront windows flanking a central entry.

A roof top elevator house is viewable from New Street. The house is covered with painted, roughcast stucco. The east face of the stucco was removed due to deterioration and replaced with t-111 plywood siding.

Proposed Work: Leave previously installed T-111 plywood siding on the elevator roof house – or- apply a stucco finish over the existing T-111 plywood.

Approval of a variance requiring replacement of the existing rooftop shed wall with one having a stucco finish is requested to avoid the additional expense of redoing the work solely to add a stucco finish, given that the existing repair was not elective but rather was forced upon us by urgent circumstance. As well, the rooftop shed wall material, whether wood board and batten siding or stucco, being located atop the three-story brick building and painted the same colors as the building wall facing New Street, is in all likelihood unnoticeable to a casual observer.

Materials: A list of materials that identifies the type and quality of materials to be used in the proposed project.

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- Area to be covered is approximately 8'x 10'
- tape and seal all joints with fiberglass mesh and waterproof thinset
- Install a scratch coat of stucco base to the cement board base
- Install a finished coat of stucco to the base coat
- Paint the area to match the existing building color

Discussion:

The Secretary of the Interior's Standards for Rehabilitation:

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

See the Staunton Historic District Guidelines:

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

VI. Guidelines For Existing Buildings - Materials

C. Stucco

Stucco is a type of exterior plaster. It may be applied directly over masonry or applied over wood or metal lath on a wood structure. Stucco can be finished in numerous surface textures dictated by the style of the building including smooth, roughcast, sponged, and scored. Smooth finished stucco may provide a more refined appearance and was often scored, historically, to resemble stone. While stucco is considered a protective coating, it is highly susceptible to water damage, particularly if the structure underneath is damaged. Historic stucco needs regular maintenance to keep it in good condition.

GUIDELINES:

1. Maintain historic stucco as a character defining material of the building. A stucco surface also may have been applied to your building as an early alteration. As a secondary material, it may have acquired its own significance over time and should also be retained if now considered a character defining feature.
2. Do not paint original, unpainted stucco.
3. Use a replacement stucco mix that is weaker than the masonry to which it is being applied and that replicates the visual qualities of the historic stucco.
4. Repair any water damage to the underlying structure to provide a sound base for necessary stucco repairs.

C. Stucco – Continued

5. Repair stucco or plastering by removing loose material and patching with a new material that is similar in strength, composition, color, and texture.
6. Use a professional plasterer for stucco repair. A qualified tradesperson will assess the damage and perform an analysis to match the new stucco composition to the existing material.
7. Stucco may be tinted or pigmented and sometimes was whitewashed or color-washed. When replacing or repairing stucco, match the color or tint of the existing material. After repairs have been made, stucco buildings may require repainting. Use properly formulated masonry silica stains that allow the stucco to expel moisture vapor. Consult a professional to determine the appropriate compatible paint for the existing surface coating.
8. Replace stucco completely if more than half of the surface area has lost its bond with the substrate.

Maintenance:

9. Look for signs of water infiltration from the roof, chimneys, window and door openings, and at the foundation. Isolate the source of moisture and take remedial action.
10. Check for cracks in the stucco that may arise from settlement, excessive vibration, or the failure of old repairs due to incompatible material strength and composition.
11. Seal hairline cracks with a coat of finish coat stucco, paint, or whitewash.
12. Clean a stucco building using the gentlest means possible, preferably a low-pressure water wash and soft bristle brush. Take care not to damage the surface texture.

Inappropriate Treatments:

13. Do not remove historic stucco coatings from brick, stone, or frame structures.
14. Do not use commercial caulks or other compounds to patch the stucco. Because of the difference in consistency and texture, repairs made with caulk will be highly visible and may cause more damage to the historic material.

HSF Recommendation: HSF recommends the certificate of appropriateness be approved for replacing the missing stucco in-kind with masonry stucco to include a roughcast finish matching the remaining walls.

VI. Guidelines For Existing Buildings - Materials

C. Stucco

GUIDELINES:

1. Maintain historic stucco as a character defining material of the building. A stucco surface also may have been applied to your building as an early alteration. As a secondary material, it may have acquired its own significance over time and should also be retained if now considered a character defining feature.

8. Replace stucco completely if more than half of the surface area has lost its bond with the substrate.

Inappropriate Treatments:

13. Do not remove historic stucco coatings from brick, stone, or frame structures.

Sample Motion:

I move the Certificate of Appropriateness be approved for replacing the missing stucco in-kind with masonry stucco with a roughcast finish to match the remaining walls.

VI. Guidelines For Existing Buildings - Materials

C. Stucco

GUIDELINES:

1. Maintain historic stucco as a character defining material of the building. A stucco surface also may have been applied to your building as an early alteration. As a secondary material, it may have acquired its own significance over time and should also be retained if now considered a character defining feature.

8. Replace stucco completely if more than half of the surface area has lost its bond with the substrate.

Inappropriate Treatments:

13. Do not remove historic stucco coatings from brick, stone, or frame structures.

LOCATION/OWNERSHIP

Name of Structure Loeb Brothers Store
 Street Address 29 East Beverley Street
 Present Owner(s) _____
 Mailing Address _____
 Present Use Commercial

LEGAL DESCRIPTION

Account No. 124450-00
 Assessor's Map No. 375
 Block & Lot S-9
 Present Zoning B-2
 Accessible to Public Yes
 Additional Surveys Virginia Registry;
National Register

Original Use Commercial
 Date of Construction 1880-1886
 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 3
 Roof Type Flat
 Porch Type None
 Building Materials: Clapboards ☐ Brick ☒ Stone ☐
 Stucco ☐ Shingles ☐ Board & Batten ☐
 Other: _____

Notable Architectural Features: Heavily decorated & bracketed cornice; round-headed windows on 2nd & 3rd fls.(now closed up); contrasting dripstones; 1st fl. extensively altered.
 Significant Interior Details:

Date 4/76 Surveyed By WTF
 Photograph Roll No. 3677 Neg. No. 12 & 13

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:**

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

OLD MAP REFERENCES:

YEAR	PAGE	USE
1857		
1870	A structure appears*	
1877	"	
1884	"	
1886	4 Dry Goods	(#32)
1891	5	" "
1894	7	" "
1899	6	" (#34)
1904	6	" "
1909	9	" (#29)
1914	9	" "
1921	9	" "
1929	9	Store "

Other: On 1886-1894 Sanborn maps
indicate Photographer on 3rd;
this was studio of Edmund Berkeley

OLD PHOTO REFERENCES:

Staunton PPF, p. 7 (old bldg.)
& 73 (present bldg.) both-
the Loeb Bros. Store

BIBLIOGRAPHIC REFERENCES:**ADDITIONAL MAP INFORMATION:**

A frame balcony was added
1894-99 and removed 1914-21.

MAJOR ALTERATIONS: Storefront has been extensively altered
but date of alterations is not known (mid-20th C?); T.J. Col-
lins & Son job # 1310 for interior alterations-unclear whether
this job was ever actually carried out.

DEED RESEARCH AND ADDITIONAL INFORMATION: In Staunton Past, Present & Future (p. 7),
the Loeb Bros. store is shown as a 2-story building in 1880. The 1886 Sanborn map shows it
as a 3-story building. It is not known whether the original building was demolished and the
present one replaced it or if present building is an extensive remodeling job. In any case,
facade was extensively changed and for all intents, it was a new building.

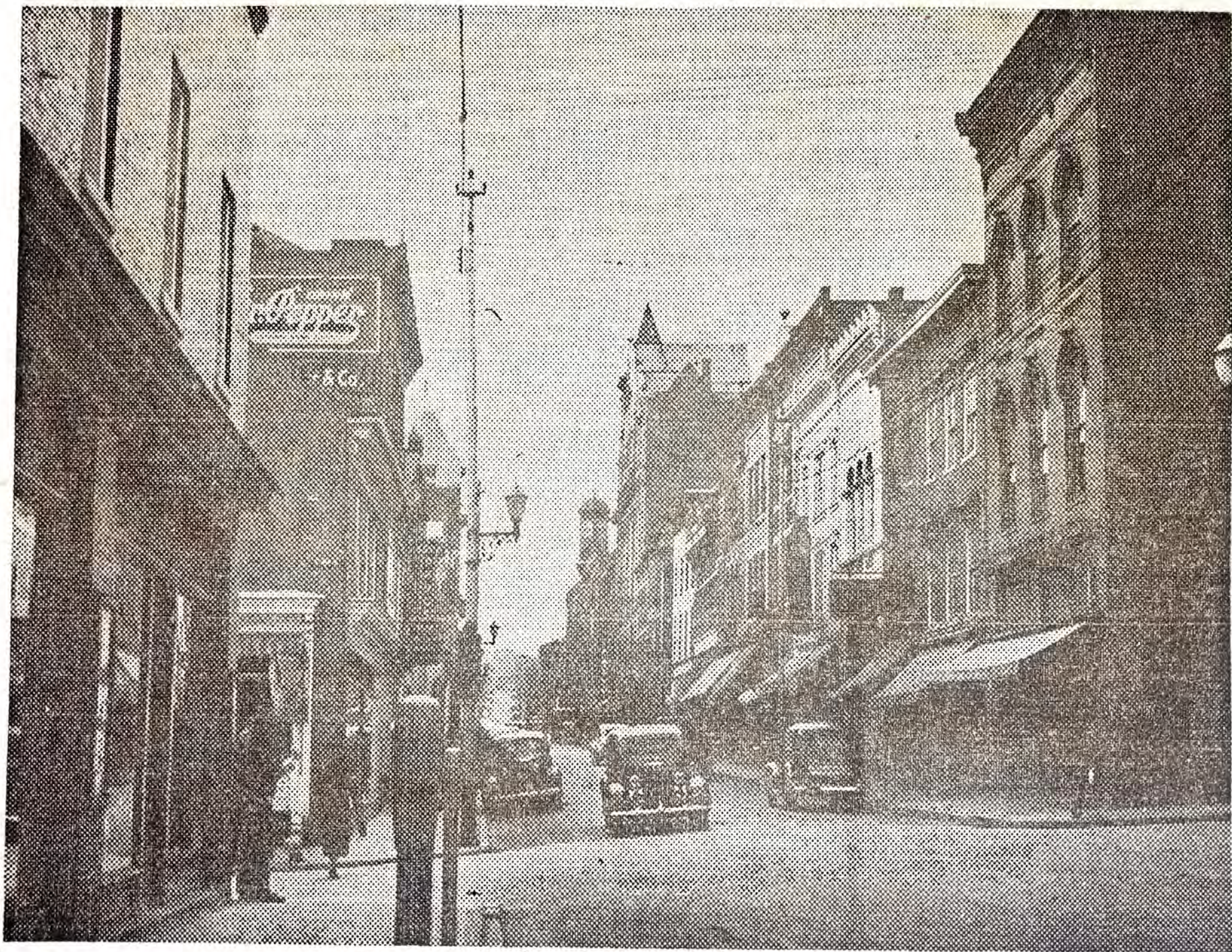


29 East Beverly - Loeb Brothers Past Present Future Illustration



Thomas Dwight Biscoe Collection 1884 Staunton northeast view

In The Heart Of Business Area



Beverley Street As It Looks Today

Certificate of Appropriateness Application

June 8, 2026

Job Address: 29 E Beverley St

Parcel: 8220

Continuation of Full Description of Proposal:

Request approval of a variance for the rooftop shed wall material replaced during urgent repair work to ensure public safety. The rooftop shed wall overlooking New Street had a stucco finish, which developed a bulge indicating impending structural failure that posed a threat to public safety on the sidewalk and road edge. An urgent need for repair was evident. The urgency was compounded by the approaching threat of Hurricane Helene. Unable to find a contractor willing and able to perform the repair with a stucco finish, a local contractor was hired to remove the failing stucco wall and replace it with available materials that would provide structural integrity to the roof shed, offer a durable waterproof surface, and blend in **the resulting work with the building exterior facing New Street. Approval of a variance requiring replacement of the existing rooftop shed wall with one having a stucco finish is requested to avoid the additional expense of redoing the work solely to add a stucco finish, given that the existing repair was not elective but rather was forced upon us by urgent circumstance. As well, the rooftop shed wall material, whether wood board and batten siding or stucco, being located atop the three-story brick building and painted the same colors as the building wall facing New Street, is in all likelihood unnoticeable to a casual observer.**

Materials: A list of materials that identifies the type and quality of materials to be used in the proposed project.

Materials & Labor for completed work:

- Removed existing crumbling stucco from side of elevator housing
- Installed several new pressure treated 2x4 studs where rot was taking place
- Installed pressure treated plywood and 1x6 to soffit area to fix rotting soffits and gutter board.
- Repaired rotted window trim with like-kind material
- Installed Typar house wrap to exterior of wall
- Installed exterior grade 3/4" T-111 siding to the exterior of the elevator housing
- Painted all new wood to match existing colors on the exterior of the building.

Materials & Labor if stucco finish is required to be added:

- Install 1/2" cement board over the existing plywood by screwing it to the base studs. Area to be covered is approximately 8'x 10'
- tape and seal all joints with fiberglass mesh and waterproof thinset
- Install a scratch coat of stucco base to the cement board base
- Install a finished coat of stucco to the base coat
- Paint the area to match the existing building color

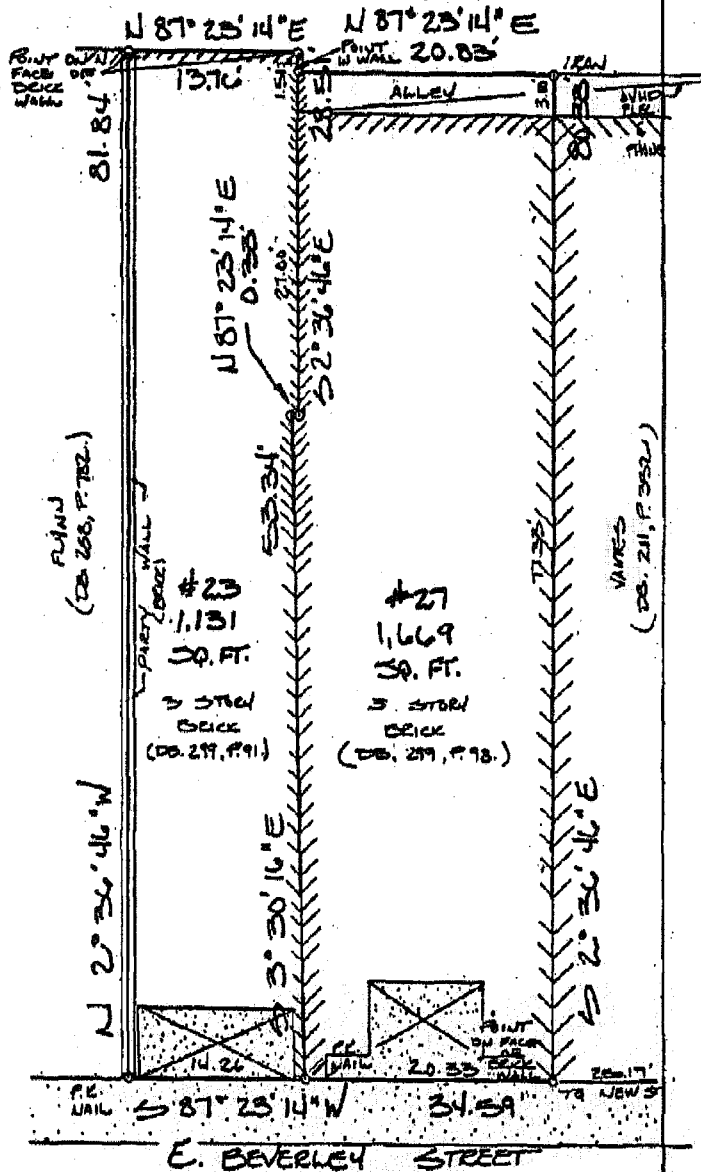
See Original Plat
in Plat Drawer

THE PROPERTY SHOWN HEREON
ACQUIRED BY VA. HISTORIC
PROPERTIES, INC. IN DB.
299, P. 91 & 98.

BOOK 306 PAGE 176

LEX RADER
(DB. 161, P. 112.)

ACCORDING TO H.U.S.
FLOOD MAP PANEL #
510155 0002 B
THE PROPERTY SHOWN
HEREON IS NOT IN A
DESIGNATED FLOOD
ZONE.



PHYSICAL SURVEY

NOS. 23 & 27

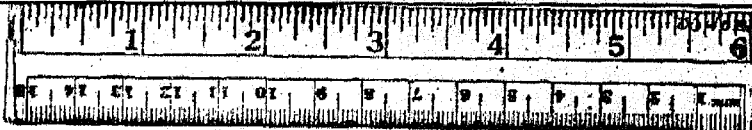
E. BEVERLEY STREET

STAUNTON, VIRGINIA

SCALE 1" = 10'

JUNE 10, 1990

R.W. SMITH & ASSOCIATES, P.C. STAUNTON, VIRGINIA



ADJ.
PROP.





NO
PARKING
15 MIN.
PARKING
←

ONE WAY →

Unique Vintage

Curated
Second-Hand

Best of the Best



JUNIPER LANE

Unique Vintage

Curated
Second-Hand

open

Bespoke Bridal



HISTORIC PRESERVATION COMMISSION

Item Review

Meeting Date:	June 23, 2026
Project Address:	201 N Madison Street
Applicant:	Joffre Esley, Owner

Project Proposal:

Renew Certificate of Appropriateness, Add Exterior Outlet

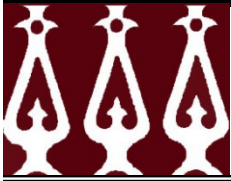
This item was tabled at the May 26, 2026 due to the applicant being absent.

Materials Description:

See Plan Proposal

Historic Staunton Foundation Recommendation:

(See review for full details)



Historic Staunton Foundation

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

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

May 19, 2026

May 21, 2024 (Previous Review)

Certificate of Appropriateness

Remove and Replace Windows, Install Door, Install Brick Patio

201 North Madison Street

Newtown Historic District

Existing Condition: Constructed between 1904 and 1909 this is a two bay, two-story frame residence. Asphalt shingles cover the hip roof with a brick masonry chimney. Vinyl siding and wrap cover the exterior walls and trim while the historic wood German siding can be viewed under the porch roof. Windows are six over one light; double hung wood sash except for replacement one over one light vinyl sash windows on the lower floor. A single story front porch with hip roof includes Tuscan columns and balustrade with molded rail and square pickets.

A three-story wood frame porch is on the rear of the building including hip roof, square columns and balustrade with molded rail and square pickets. The lower level is enclosed with German wood siding. A wood screen side door is on the south end and two square windows are on the east, rear side.

Proposed Work: Please review the application for drawings, description, and photos.

North Façade:

Eliminate 3 current windows on North side of House.

Add two identical awning windows for the bedroom.

Add one large awning window for kitchen.

Add one long, fixed picture window for bathroom

Fill in old picture windows with identical vinyl siding

Rear –

Install Awning

Install French door - 72 in. x 80 in. Right-Hand/Outswing Low-E 15 Lite Primed steel Double Prehung Patio Door

6" vent

6" air makeup

Extend sewer vent away from new vents to comply with code requirements

Patio - Brick or Block - shape of patio undecided - Rectangular, half round or combination.

South

Elimination of side door - Replace with Dutch Lap Siding and window similar to window on rear.

Tear up old sidewalk

Install new sidewalk

The Secretary of the Interior's Standards for Rehabilitation:

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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.

Discussion:

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

V. Guidelines for Existing Buildings – Elements

D. Doors

Doors are an important focal point of an entrance or porch, and they are often a character-defining feature of the architectural style of a building. Residences may have a variety of door types reflecting the variety of styles of dwellings. Commercial buildings typically have their original wood-and-glass doors, or they may have more recently installed aluminum frame doors.

GUIDELINES:

1. Retain and repair existing historic or original wooden door(s) and surrounding wood trim with matching materials. Reuse hardware and locks that are original or important to the historic evolution of the building.
2. Replace historic doors that are beyond repair with a new or salvaged door(s) of the same size, design, material, and types as used originally or sympathetic to the building style, including number and orientation of panel, location, and size of any glass panes. The new door should match the original as closely as possible and be based on physical evidence and/or historic photos.

Inappropriate Treatments:

3. Do not remove an original door and its opening on a primary elevation of the building.
4. Do not alter original elements around a door such as trim, sidelights, transom.
5. Do not remove or replace historic hardware features; additional security may be achieved by adding new locks without removing the old.
6. Do not replace a historic wooden door with a new wooden door that is a different design and may be of a style different from the original. Do not replace existing doors with fiberglass or composite doors, even if they have a similar design.

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.
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.

IV. Guidelines for Site Design & Elements F. Site Appurtenances

Site appurtenances, such as overhead wires, fuel tanks, utility poles and meters, antennae and satellite dishes, exterior HVAC units, and trash containers, are a necessary part of contemporary life. The placement of these items can either have a neutral impact on the character of the site and structure or detract from their historic appearance.

Site features fall into two categories: those features that can be controlled by the property owner—antennae, satellite dishes, mechanical units, trash containers, etc. — and those that cannot —overhead wires, utility poles, etc.

1. Place site appurtenances such as HVAC equipment in inconspicuous areas to the rear of the building or in side yards and screen with appropriate plantings or fencing while allowing for sufficient air flow. Site appurtenances should not be placed in locations visible from a public- right-of-way.
2. Antennae, satellite dishes, and solar panels can be located on rooftop locations not visible from the public right-of-way. Do not install satellite dishes on parts of the building's façade or porch.
3. Store trash containers in screened locations not visible from public rights-of-way.
4. Consider placing overhead utilities coming to the private site underground whenever possible.
5. For commercial buildings with limited site space, place mechanical units on sections of the roof that are not visible from public rights-of-ways if possible, and screen the units as needed.

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.

V. Guidelines for Existing Buildings - Elements B. Windows

1. **Retain and preserve windows** that contribute to the overall historic character of a building, including their functional and decorative features such as frames, sash, muntins, sills, trim, surrounds, hardware, and shutters.
2. **Repair original windows** by patching, splicing, consolidating or otherwise reinforcing; replace only those features that are beyond repair. Wood that appears to be in bad condition because of peeling paint or separated joints can often, in fact, be repaired rather than replaced.
3. Uncover, repair frames, and reinstall windows with their original dimensions where they have been removed or blocked in.
4. If interior changes require the removal of a historic window on a primary elevation, retain the frame and sash on the exterior or use shutters if historically appropriate to create the appearance of the historic window remaining in its original location.
5. **Before replacing historic windows, conduct a physical survey of the window(s) to determine if they can be repaired or consolidated to extend the life of this historic element. (See a sample window survey worksheet in the appendix.) If a window on the front of the house must be replaced and an original window of the same style and size is identified on a secondary elevation, place the historic window in the opening on the primary façade.**
6. **Replace the unit in kind if replacement of a deteriorated window is necessary** by:
 - A. Matching the design and dimension of the original frame and sash.
 - B. Maintaining the original number and arrangement of panes.
 - C. Using true divided lights, or three-part simulated divided lights with integral spacer bars and interior and exterior fixed muntins. Small variations, such as the width and depth of the muntins and sash, are permitted if those variations do not significantly impact the visual character of the historic window design.
 - D. Using the following material types of replacement windows: wood, moisture-reduced wood, or wood-resin composites.
 - E. Consider replacing only the sash when the historic windows are too deteriorated for repair. By placing a track and a new sash in the old frame, no interior trim is removed, so there is no need to repaint woodwork or repair adjacent interior walls.
7. Base reconstruction of any missing windows on physical evidence, similar remaining windows, or historic photographs.

Inappropriate Treatments:

1. Do not replace any historic windows without undertaking a condition survey of the existing windows.
2. **Do not remove existing windows and fill in the openings on primary elevations visible from a public right-of-way.**
3. **Do not install replacement windows that do not fit the opening.**
4. Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality or color of glazing, or the appearance of the frame.
5. Do not use clip-in/false muntins and removable internal grilles to mimic divided lights.
6. **Do not use vinyl windows when replacing historic windows.**

May 19, 2026 - HSF continues to recommend the following:

Recommendation: HSF recommends approval for installing new, paintable French doors in the lower enclosed porch. The placement is at the rear of the building and in a non-historic wall/enclosure. It is recommended that the new door should not incorporate interior tape divisions between the insulated glass panels. Either use molded, exterior simulated light divisions adhered to the surface of the glass or use a single light door without divisions.

Also approval for:

Installing a new brick or concrete paver patio and walk.

Installing new kitchen and bath vents. This work should minimize cutting historic materials and the vents should be painted in a manner that minimizes their appearance.

Removal of the south, side door leading under the porch - it is doubtful this is a historic opening and door.

HSF does not recommend the removal of any historic windows. Cutting the exterior wall for installation of new windows that do not relate the fenestration pattern and/or are not in scale with the existing historic windows is not recommended. The building is covered with vinyl siding obscuring the historic siding and potentially window openings. The applicant is encouraged to review if historic window openings were enclosed on the north facade. Uncovering and utilizing any historic window openings may provide an opportunity for appropriately designed new windows.

IV. Guidelines for Site Design & Elements - F. Site Appurtenances

1. Place site appurtenances such as HVAC equipment in inconspicuous areas to the rear of the building or in side yards and screen with appropriate plantings or fencing while allowing for sufficient air flow. Site appurtenances should not be placed in locations visible from a public- right-of-way.

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

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.

VII. Guidelines for Additions - R. Additions

1. Attempt to locate the addition on the rear elevation so that it is minimally visible from the street.
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.

V. Guidelines for Existing Buildings - Elements B. Windows

1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features such as frames, sash, muntins, sills, trim, surrounds, hardware, and shutters.
2. Repair original windows by patching, splicing, consolidating or otherwise reinforcing; replace only those features that are beyond repair. Wood that appears to be in bad condition because of peeling paint or separated joints can often, in fact, be repaired rather than replaced.

Inappropriate Treatments:

1. Do not replace any historic windows without undertaking a condition survey of the existing windows.
2. Do not remove existing windows and fill in the openings on primary elevations visible from a public right-of-way.
3. Do not install replacement windows that do not fit the opening.
4. Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality or color of glazing, or the appearance of the frame.
5. Do not use clip-in/false muntins and removable internal grilles to mimic divided lights.
6. Do not use vinyl windows when replacing historic windows.

Sample Motion: I move the Certificate of Appropriateness be approved for

1. Installing new, paintable French doors in the lower enclosed porch. The placement is at the rear of the building and in a non-historic wall/enclosure.
2. The new door will not incorporate interior tape divisions between the insulated glass panels.
3. Installing a new brick or concrete paver patio and walk.
4. Installing new kitchen and bath vents. This work should minimize cutting historic materials and will be painted in a manner that minimizes their appearance.
5. Removal of the south, side door leading under the porch – this is not a historic opening and door.

Supporting Guidelines:

IV. Guidelines for Site Design & Elements - F. Site Appurtenances

1. Place site appurtenances such as HVAC equipment in inconspicuous areas to the rear of the building or in side yards and screen with appropriate plantings or fencing while allowing for sufficient air flow. Site appurtenances should not be placed in locations visible from a public- right-of-way.

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

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.

VII. Guidelines for Additions - R. Additions

1. Attempt to locate the addition on the rear elevation so that it is minimally visible from the street.
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.

- **I move the Certificate of Appropriateness be denied for removal and addition of windows on the north façade.**

V. Guidelines for Existing Buildings - Elements B. Windows

1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features such as frames, sash, muntins, sills, trim, surrounds, hardware, and shutters.
2. Repair original windows by patching, splicing, consolidating or otherwise reinforcing; replace only those features that are beyond repair. Wood that appears to be in bad condition because of peeling paint or separated joints can often, in fact, be repaired rather than replaced.

Inappropriate Treatments:

1. Do not replace any historic windows without undertaking a condition survey of the existing windows.
2. Do not remove existing windows and fill in the openings on primary elevations visible from a public right-of-way.
3. Do not install replacement windows that do not fit the opening.
4. Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality or color of glazing, or the appearance of the frame.
5. Do not use clip-in/false muntins and removable internal grilles to mimic divided lights.
6. Do not use vinyl windows when replacing historic windows.

LOCATION/OWNERSHIP

Name of Structure

Street Address 201 North Madison Street

Present Owner(s)

Mailing Address

Present Use Residence

LEGAL DESCRIPTION

Account No. 15

Assessor's Map No. 100-00

Block & Lot 342

Present Zoning Madison Sq./16

Accessible to Public

Additional Surveys No

Original Use Residence

Date of Construction 1904-1909

Source of Date Estimate from

Date of Major Known Remodeling maps

Source of Date

Architect or Builder Unknown

PHYSICAL DESCRIPTION

No. of Bays 2 No. of Stories 2

Roof Type hip

Porch Type single across front

Building Materials: Clapboards ☒ Brick ☐ Stone ☐

Stucco ☐ Shingles ☐ Board & Batten ☐

Other: German siding

Notable Architectural Features: 6/6 lights; Tuscan columns on porch

Date 3/79 Surveyed By WTF

Photograph Roll No. 4477 3643 Neg. No. 10

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:**

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 _____

1886 _____

1891 _____

1894 _____

1899 _____

1904 Lot vacant

1909 p.8 Dwg. #203

1914 p.8 " #201

1921 p.8 " "

1929 p.8 " "

Other: _____

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

MAJOR ALTERATIONS: front and back porches were added in 1909-1914.

DEED RESEARCH AND ADDITIONAL INFORMATION:



6-16-2021

Existing Condition: Constructed between 1904 and 1909 this is a two bay, two-story frame residence.

Asphalt shingles cover the hip roof with a brick masonry chimney. Vinyl siding and wrap cover the exterior walls and trim while the historic wood German siding can be viewed under the porch roof. Windows are six over one light; double hung wood sash except for replacement one over one light vinyl sash windows on the lower floor. A single story front porch with hip roof includes Tuscan columns and balustrade with molded rail and square pickets.

A three-story wood frame porch is on the rear of the building including hip roof, square columns and balustrade with molded rail and square pickets. The lower level is enclosed with German wood siding. A wood screen side door is on the south end and two square windows are on the east, rear side.



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:

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

☒ Site plan or plat of property

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

☐ Other (please list)

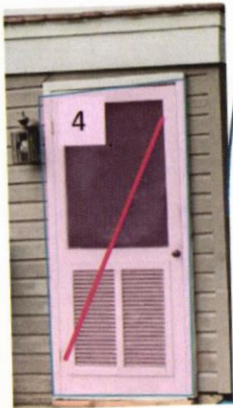
☐ A list of materials that identifies the type and quality of materials to be used in the Proposed project

☐ 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.

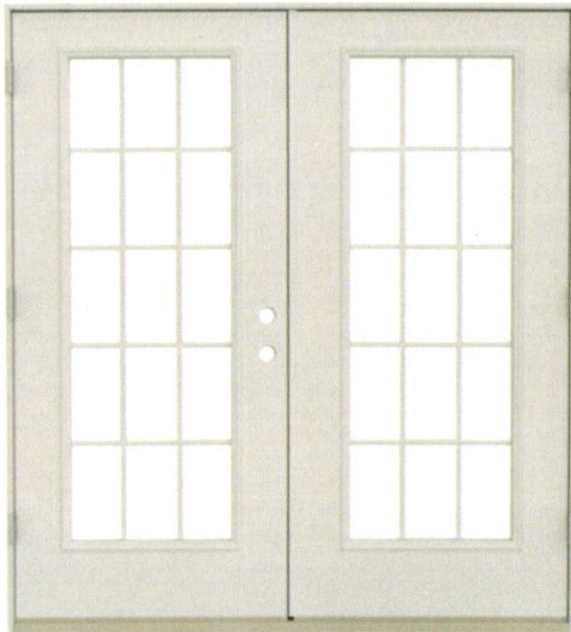
**Proposed
Changes (1-
4 Previously
Approved)**

1. French Door
2. Awning
3. Oven Vent
4. Old Side Door Filled In
5. Exterior Outlet

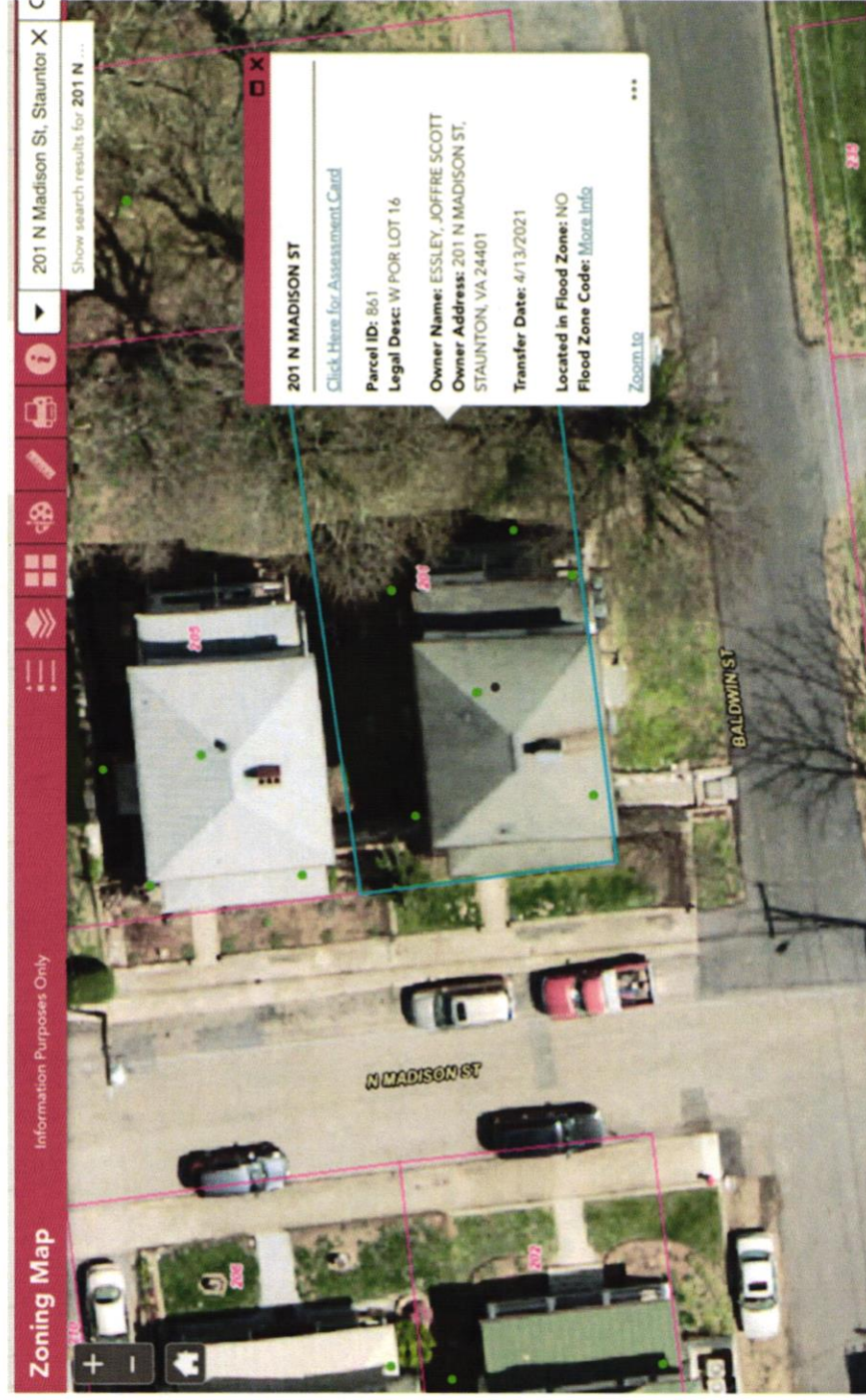


201 N
Madison

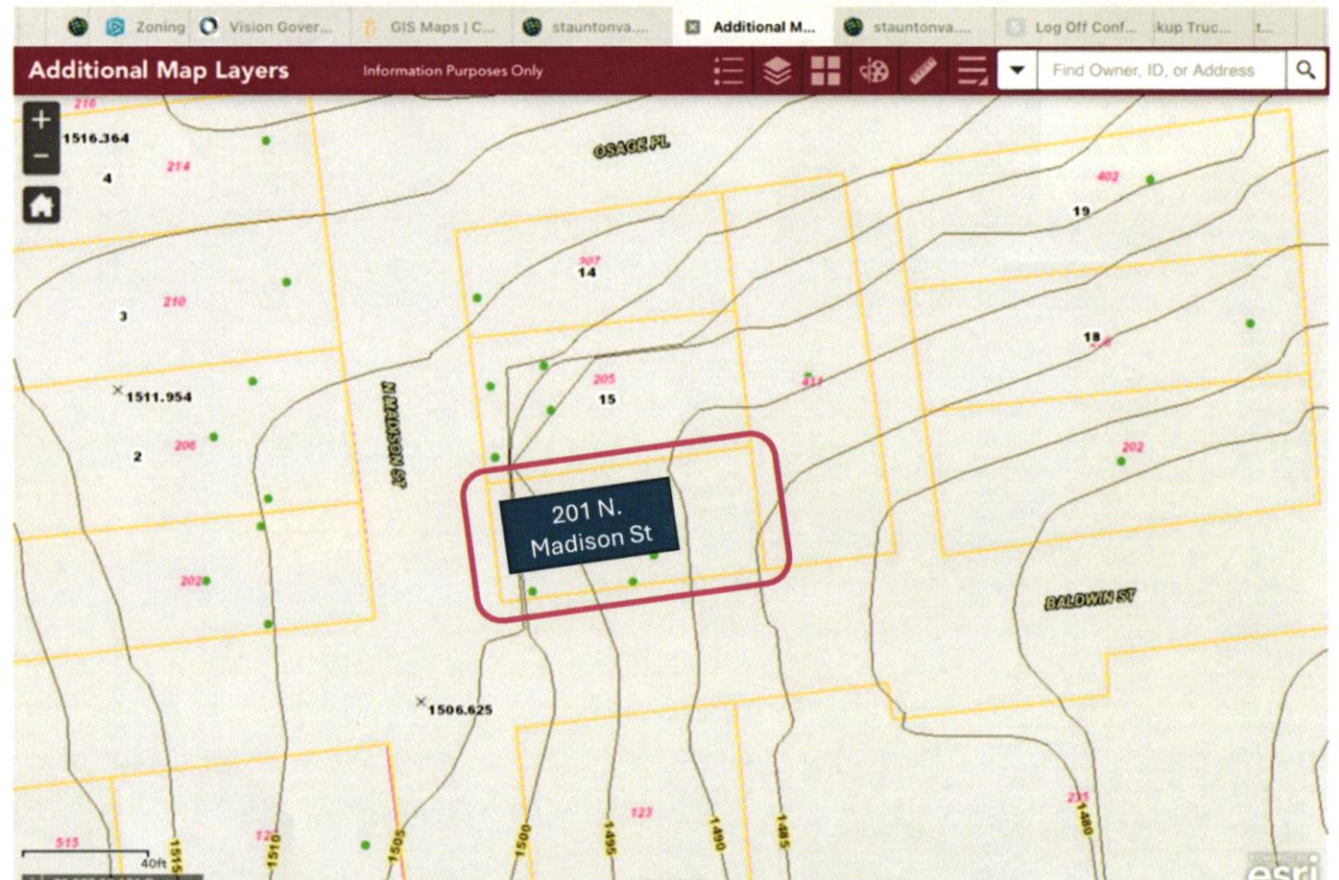
JELD-WEN 72-in x 80-in x 4-9/16-in Jamb Primed Steel Right-hand inswing French Patio Door with Low-E Glass with Grilles



201 N. Madison
Zoning Map



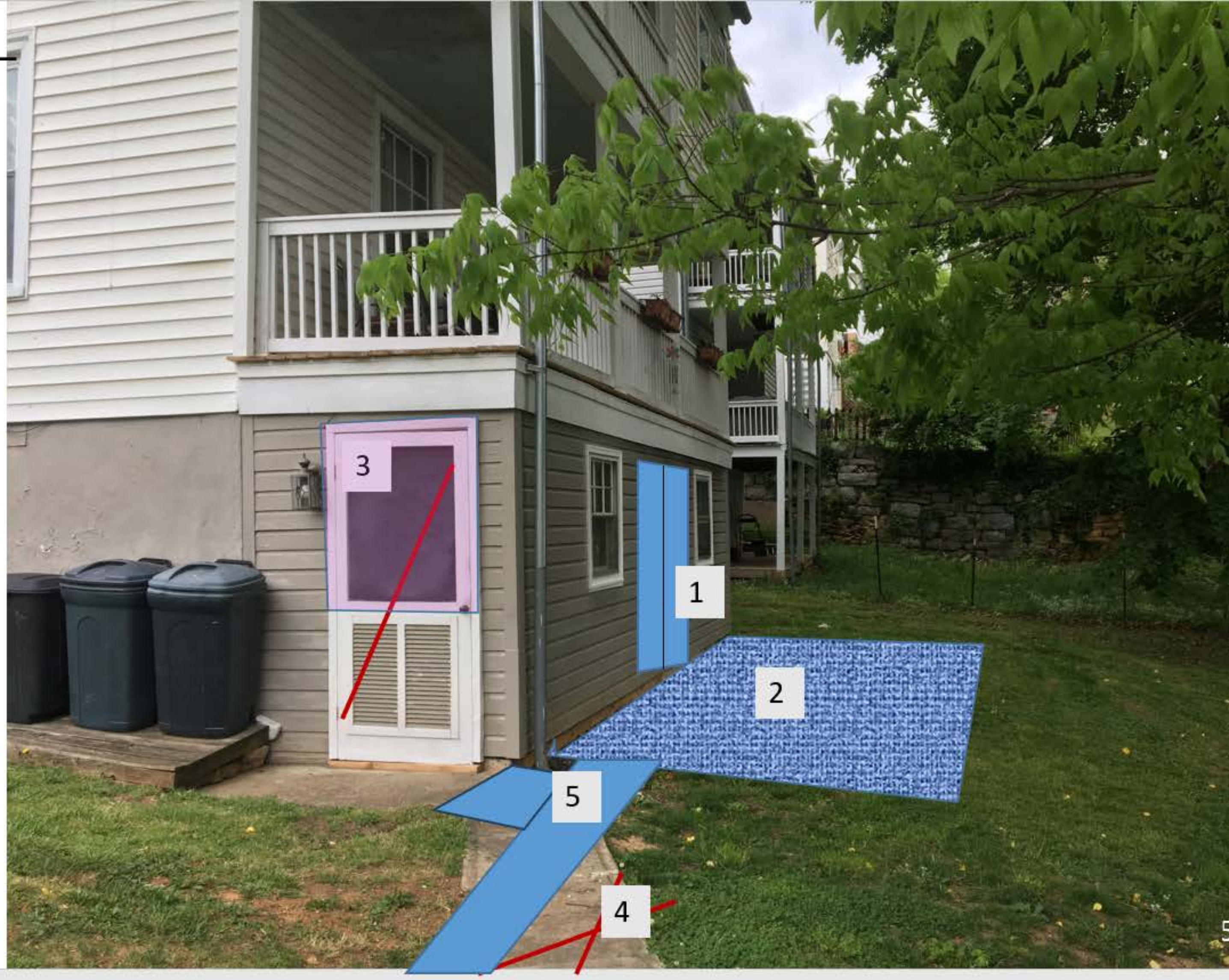
201 N. Madison Elevation Map



Previously Approved – Status Report

201 N. Madison Side
from South View

1. French doors –
onsite but not yet
installed
2. Patio – Block –
Underway
3. Elimination of side
door – Replace with
Dutch Lap Siding
and window similar
to window on rear –
pending 1
4. Tear up old sidewalk
- complete
5. Install new sidewalk
– first section
poured



HISTORIC PRESERVATION COMMISSION

Item Review

Meeting Date:	June 23, 2026
Project Address:	113 W Beverley Street
Applicant:	Johan Westenburg, Owner

Project Proposal:

Façade Remodel to include replacement of existing storefront with new knee-wall and roll up storefront style door.

This item was tabled at the April 28, 2026 meeting so that the applicant could return with alternate proposals for the door. Those are included in the packet.

Materials Description:

Bifold doors or hanger style door. The applicant has also made a change on the type of awning.

Historic Staunton Foundation Recommendation:

Approval of this project as designed will indicate a new storefront function and architectural arrangement in the Beverley Historic District.

Based upon review of the Historic District Guidelines, HSF recommends the Certificate of Appropriateness be approved if the commission concludes that the proposed rearrangement of the façade including the addition of a retractable/folding window opening combined with customer seating is in character with the setting and architecture of the Beverley Historic District.

(See review for full comments)



Historic Staunton Foundation

20 South New Street

Staunton Virginia, 24401

www.historicstaunton.org

STAUNTON HISTORIC PRESERVATION COMMISSION

HSF Recommendation

April 23, 2026 / June 27, 2026

Certificate of Appropriateness

113 West Beverley Street

Remove Storefront Window, Construct New Bulkhead with Counter, Install Folding Storefront Window

Existing Condition: Constructed in 1983 as a Medco Drugstore, this is a three bay, one story, modern stucco finished commercial building constructed of concrete block with a steel frame. The upper portion of the façade is a false wall with simulated enclosed openings. A metal frame spans the façade providing a Deconstructivism hint of the previous 1983 curved polycarbonate awning. Below, the storefront area is horizontally divided into three bays articulated by minimal pilasters. Recessed metal framed storefront windows, and a further recessed metal framed entry highlight the front store space. The entry system includes double full light doors with flanking implied sidelights and transom above.

Set within minimally articulated pilasters, the storefront window rests on a low bulkhead. The window is composed of a bronze-colored metal frame. The frame divides the window into six lights, further divided horizontally into an upper and lower section. The upper section is approximately 1/3rd the height of the lower section with the horizontal divider aligning with the door frame transom area.

Proposed Work:

Remove the 1983 storefront window. A new storefront configuration is proposed to include installing a lower bulkhead rising to counter height, a counter bar and a divided light, folding storefront window. Please review the application for a description, design illustrations, and photos.

From the revised application:

Facade remodel to include replacement of existing storefront window with new knee-wall, countertop, and roll-up storefront style door. New door to match existing storefront and be hidden above the ceiling when open.

Proposed Roll-Up Storefront To Match Existing

Additional illustrations note - *BIFOLD DOORS & HANGER STYLE DOOR*

Proposed Fabric Awning(s) (Canvas-Look)

Additional illustrations note two different awnings

Proposed Wood Table-Top

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.

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

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.

Discussion:

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

I: Introduction - C. The Comprehensive Plan & The Design Guidelines

"The redevelopment of buildings and the development of new structures in historic districts should be done with sensitivity to the historic character and setting of the district.

Also, important to historic structures is the surrounding landscape elements, which need to reflect the context of the site and the structure in terms of materials and land form. Likewise, development outside historic districts should complement and support the overall character of the City while relating to the surrounding neighborhood setting."

V. Guidelines for Existing Buildings - Elements K. Storefronts

1. Preserve all elements, materials, and features that are original to the building or are early remodeling projects that have become significant in their own right; repair them as necessary. These elements may include character-defining features such as cornices, windows and trim, storefront windows, doors, and bulkheads. They may also include glass butt window joints and molded clips, bronze window strips, and bronze moldings found on period storefront systems. Also retain historic hardware such as hinges and door handles.
2. Remove any non-historic, inappropriate elements, materials, signs, or canopies that were added later and obscure original architectural elements. Covering up windows, cornices, decorative features, or significant portions of the wall alters the building's proportions and changes its appearance; these alterations should be removed.

3. If significant storefront features are uncovered in any careful exploratory demolition, assess their condition for preserving, repairing, or reconstructing them.
4. Reconstruct missing elements (such as cornices, window frames, transoms, and bulkheads) with physical evidence and/ or historic photos if available. Otherwise, design simplified new elements that respect the character, materials, and design of the building.
5. Avoid using or retaining materials and elements that are incompatible with the building or district. Depending on the style and age of the commercial building, these may include: unpainted aluminum-frame windows and doors, unpainted aluminum panels or display framing, reflective or tinted glass display windows, T1-11, vinyl or aluminum siding, EFIS (artificial stucco), wood shingles, mansard roofs, metal awnings, coach lanterns, residential styled solid doors, plastic shutters, inoperable shutters, or shutters on windows where they never previously existed. Creating false historical appearances like Colonial, Old English, or other themed storefront designs are not appropriate for the authentic historic buildings in downtown Staunton.

Continued: Elements K. Storefronts

Inappropriate Treatments

6. Do not remove historic wooden storefront framing and replace with metal. Repair and retain historic wood elements as needed.
7. Do not remove or reduce the size of storefront windows in order to create privacy for the use of the building such as an office occupant. Partial interior shutters, blinds, or curtains can block views without destroying the significant storefront windows.
8. Do not remove or cover up original storefront elements such as cornices or transom windows to create a space for a sign or because of an installation of a dropped ceiling in the building's interior. If the transom glass has been removed, this area can be used for a sign installation or for an awning, depending on the overall existing design and proportions of the façade.
9. Do not remove non-original storefronts that may have become historically significant alterations within the history of the building. An example would be a complete storefront replacement from the early 20th century that retained its design integrity. It is now an important historic and early change that should be preserved.
10. Window film applications that darken the appearance of the glass are not appropriate materials for display windows in the historic districts.

VII. Guidelines for New Construction & Additions - M. Storefronts

In Staunton's downtown historic district, most of the buildings have a storefront due to their commercial nature. In the Wharf Historic District, some of the buildings do not have storefronts due to their original function but still have windows at street level.

1. When designing new storefronts or elements for storefronts, conform to the configuration and materials of traditional storefronts.
2. Keep the ground levels of new retail commercial buildings at least 60 percent transparent up to a level of 10 feet if possible.
3. Articulate the entrance bay of larger institutional or office buildings to provide visual interest.
4. Include doors in all storefronts to reinforce street-level vitality. Discourage "mini-malls" with one central door to the interior unless individual storefronts also have usable entrances and display windows.
5. Neighborhood transitional buildings, in general, should not have transparent first floors that face residential areas, and the design and size of their facade openings should relate more to neighboring residential structures.
6. Institutional buildings generally would not have storefronts, but their street levels should provide visual interest and display space could be integrated into the design.

V. Guidelines for Existing Buildings - Elements B. Windows

1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features such as frames, sash, muntins, sills, trim, surrounds, hardware, and shutters.
2. Repair original windows by patching, splicing, consolidating or otherwise reinforcing; replace only those features that are beyond repair. Wood that appears to be in bad condition because of peeling paint or separated joints can often, in fact, be repaired rather than replaced.
3. Uncover, repair frames, and reinstall windows with their original dimensions where they have been removed or blocked in.
4. If interior changes require the removal of a historic window on a primary elevation, retain the frame and sash on the exterior or use shutters if historically appropriate to create the appearance of the historic window remaining in its original location.

Continued: Elements B. Windows

5. Before replacing historic windows, conduct a physical survey of the window(s) to determine if they can be repaired or consolidated to extend the life of this historic element. (See a sample window survey worksheet in the appendix.) If a window on the front of the house must be replaced and an original window of the same style and size is identified on a secondary elevation, place the historic window in the opening on the primary façade.
6. Replace the unit in kind if replacement of a deteriorated window is necessary by:
 - A. Matching the design and dimension of the original frame and sash.
 - B. Maintaining the original number and arrangement of panes.
 - C. Using true divided lights, or three-part simulated divided lights with integral spacer bars and interior and exterior fixed muntins. Small variations, such as the width and depth of the muntins and sash, are permitted if those variations do not significantly impact the visual character of the historic window design.
 - D. Using the following material types of replacement windows: wood, moisture-reduced wood, or wood-resin composites.
 - E. Consider replacing only the sash when the historic windows are too deteriorated for repair. By placing a track and a new sash in the old frame, no interior trim is removed, so there is no need to repaint woodwork or repair adjacent interior walls.
7. Base reconstruction of any missing windows on physical evidence, similar remaining windows, or historic photographs.

Inappropriate Treatments:

1. Do not replace any historic windows without undertaking a condition survey of the existing windows.
2. Do not remove existing windows and fill in the openings on primary elevations visible from a public right-of-way.
3. Do not install replacement windows that do not fit the opening.
4. Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality or color of glazing, or the appearance of the frame.
5. Do not use clip-in/false muntins and removable internal grilles to mimic divided lights.
6. Do not use vinyl windows when replacing historic windows.

HSF Recommendation:

Approval of this project as designed will indicate a new storefront function and architectural arrangement in the Beverley Historic District. Based upon review of the Historic District Guidelines, HSF recommends the Certificate of Appropriateness be approved if the commission concludes that the proposed rearrangement of the façade including the addition of a retractable/folding window opening combined with customer seating is in character with the setting and architecture of the Beverley Historic District.

Please review:

I: Introduction - C. The Comprehensive Plan & The Design Guidelines

V. Guidelines for Existing Buildings - Elements K. Storefronts

VII. Guidelines for New Construction & Additions - M. Storefronts

Items to consider:

Individually, this is a building constructed in 1983, designed to reflect modern shopping while attempting to fit within the historic downtown. The building is not historic and is not a contributing historic resource to the Beverley Historic District.

A repeated characteristic of the Beverley Historic District is the relationship of storefronts with the public sidewalk. The majority of historic storefronts include both asymmetrical and symmetrical recessed entries.

See K. Storefronts

The storefront is one of the three significant sections of a typical facade of a historic commercial building and the most visible since it is located on the main (pedestrian) level of the structure. Its transparent windows were designed to draw the customer or client to the business within as well as to display the merchandise sold there. At night, the lit storefront helps illuminate the sidewalk and add visual interest for downtown visitors.

5. Avoid using or retaining materials and elements that are incompatible with the building or district.

And

VII. Guidelines for New Construction & Additions M. Storefronts

1. When designing new storefronts or elements for storefronts, conform to the configuration and materials of traditional storefronts.

Buildings that do not include recessed entries are typically those significantly altered with an incompatible, non-character defining storefront or are buildings constructed for security, manufacturing, and warehouses. For store buildings, interaction with customers is typically within the interior store space. Anomalies similar to this arrangement are a walk-up window installed to accommodate business during the pandemic and two movie theaters with historic ticket booths opening to the sidewalk. While warehouse buildings in the downtown area include garage doors, such openings and arrangement of frames and glass are not found along Beverley Street.

Outdoor seating on Beverley Street obviously blends private business with public space. However, building storefronts are not altered to accommodate this publicly approved limited function.

Questions to consider relevant to the guidelines and historic character of the Beverley Historic District.

- Is the placement of seating on the sidewalk at a bar counter compatible with the character of the historic district and downtown streetscape?
- Is the arrangement of an open façade with counter seating compatible with the characteristic relationship between private shopping buildings and public space?
- Does changing a fixed storefront window into an opening, closed during off hours and inclement weather create a new compatible storefront when compared with surrounding characteristics of the Historic District?
- When open or closed; do the proportions, size, scale, and arrangement of the opening, new bulkhead, counter, and rollup garage door relate well to the neighboring storefronts?

Sample motion:

I move for approval of the Certificate of Appropriateness based upon the following:

- 113 West Beverley Street, constructed in 1983, is not a contributing structure to the historic district.
- The proposed changes to this individual building are in agreement with the Comprehensive Plan. As noted in the Guidelines, the proposed remodeling of 113 West Beverley is being done “with sensitivity to the historic character and setting of the district.”

I: Introduction - C. The Comprehensive Plan & The Design Guidelines

“The redevelopment of buildings and the development of new structures in historic districts should be done with sensitivity to the historic character and setting of the district.

- Open or closed, the proportions, size, scale, and arrangement of the opening, new bulkhead, counter seating and rollup garage door reflect the character of store buildings in the Beverley Historic District by using materials and elements that are compatible with the district.

V. Guidelines for Existing Buildings - Elements K. Storefronts

The storefront is one of the three significant sections of a typical facade of a historic commercial building and the most visible since it is located on the main (pedestrian) level of the structure. Its transparent windows were designed to draw the customer or client to the business within as well as to display the merchandise sold there. At night, the lit storefront helps illuminate the sidewalk and add visual interest for downtown visitors

5. Avoid using or retaining materials and elements that are incompatible with the building or district.

- The proposed new storefront conforms to the configuration and materials of traditional storefronts.

VII. Guidelines for New Construction & Additions M. Storefronts

In Staunton’s downtown historic district, most of the buildings have a storefront due to their commercial nature. In the Wharf Historic District, some of the buildings do not have storefronts due to their original function but still have windows at street level.

- 1. When designing new storefronts or elements for storefronts, conform to the configuration and materials of traditional storefronts.*

LOCATION/OWNERSHIP

Name of Structure Medco Drug Building
 Street Address 113 W. Beverley Street
 Present Owner(s) Standard Drug Company
 Mailing Address _____
 Present Use Commercial

LEGAL DESCRIPTION

Account No. _____
 Assessor's Map No. _____
 Block & Lot _____
 Present Zoning _____
 Accessible to Public _____
 Additional Surveys _____

Original Use Drug Store
 Date of Construction 1983
 Source of Date Eyewitness
 Date of Major Known Remodeling --
 Source of Date _____
 Architect or Builder G. Warren Vaughan, ATA

PHYSICAL DESCRIPTION

No. of Bays _____ No. of Stories 1
 Roof Type Flat
 Porch Type _____
 Building Materials: Clapboards ☐ Brick ☐ Stone ☐
 Stucco ☐ Shingles ☐ Board & Batten ☐
 Other: Concrete

Notable Architectural Features:

Date _____ Surveyed By _____

Significant Interior Details:

Photograph Roll No. _____ Neg. No. _____

Significant Outbuildings or Landscape Features:

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



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:

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

OLD MAP REFERENCES:

YEAR PAGE USE

1857 _____
1870 _____
1877 _____
1884 _____
1886 _____
1891 _____
1894 _____
1899 _____
1904 _____
1909 _____
1914 _____
1921 _____
1929 _____
Other: _____

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

DEED RESEARCH AND ADDITIONAL INFORMATION: This was completed only to fill in the block. This is a new design, completed with assistance from HSF through FIP.

Chronology of development for 113 West Beverley

Six lots were created following the 1929 removal of the 1835 Greek Revival House by S. Godfrey Henkel to North Augusta Street.

The lot was created in 1929 when S. Godfrey Henkel sold the historic property and had the 1835 house dismantled and reconstructed by I. R. Swortzel on North Augusta Street following a redesign by Sam Collins. The remaining lot was subdivided into six lots for businesses.

In 1929 construction of a new J.C. Penny store was begun. The structure documented in a 1963 Hamrick photo the two-story brick building had a light-colored brick façade toothed into red brick side walls topped with glazed parapet caps. The facade was a composition of engaged brick pilasters rising from the top of the storefront to the cornice. Recessed Chicago windows symmetrically filled the second floor with two levels above defined by incised panels. The squared shaft of each pilaster was articulated with a central column of bricks arranged to form projecting points.

The building burned on January 21, 1969, due to boxes piled on the front sidewalk catching fire.

The Staunton Downtown Association proceeded in 1972 with plans for installation of a pocket park in the resulting empty lot. Designed by local artist Jim Hanger and constructed by the City public works department, the Association raised money to build upon and pay rent for the lot. The “Mini-Park” opened to great fanfare in June of 1974 and lasted until 1977 when funding and maintenance stopped.

Nine years later in 1983, the Medco Company constructed a new store on the lot. Historic Staunton Foundation helped by suggesting design examples including infill structures, National Trust Main Street literature, and the context of the surrounding buildings. The new concrete block building with its bronze Plexiglass and aluminum vault, bronze storefront and second story false wall was designed by architect G. Warren Vaughan of Richmond, Virginia. Mr. Warren noted in a letter to HSF “the design incorporates the idea of the fixed awning that came up during our discussion on the previous design. We have chosen to use a transparent structure which we feel will contribute to the desired “shopping atmosphere.”

C. The Comprehensive Plan & The Design Guidelines

The existing Comprehensive Plan of the City of Staunton was adopted in 2012, and a new plan is currently being developed in 2018. The existing design guidelines relate only to residential properties and were completed in 1996. This document is an update to those guidelines and includes guidelines for buildings in Staunton's commercial historic districts as well. The update of these guidelines aligns well with the intent of the current comprehensive plan as seen in the first of the plan's four overriding goals. It states:

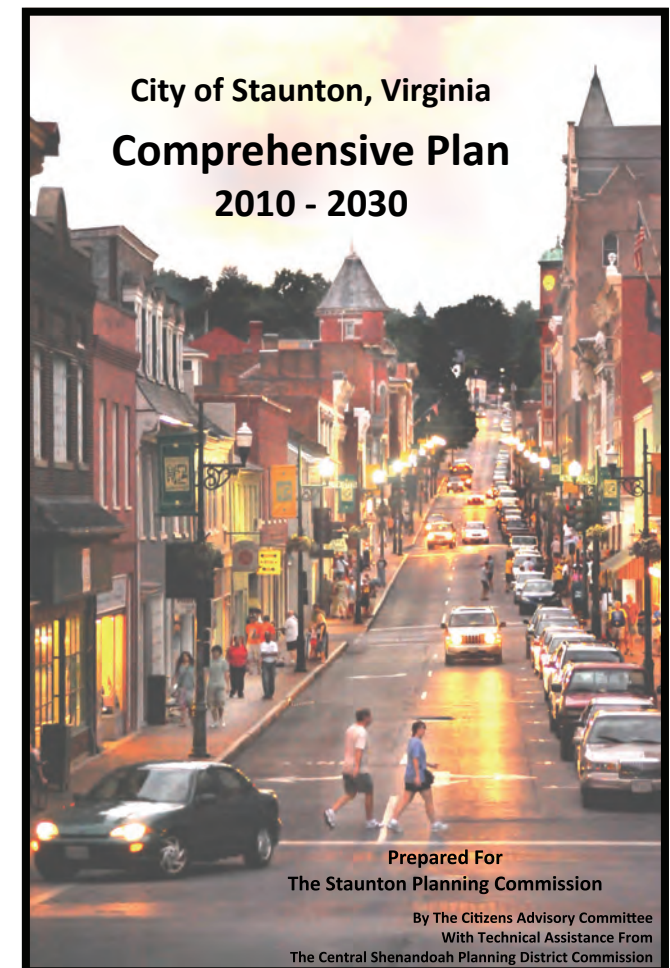
"A desire to conserve and/or protect the City's natural resources, historic character, and scenic qualities."

Furthermore, the section on Historic and Scenic Qualities states:

"Staunton's historic character is a hallmark which has been recognized throughout the nation. The movement to preserve and protect the City's historic heritage has been a driving force for over four decades. The continued protection of historic structures is fundamental to the heritage, character, and sustainability of the community. Heritage tourism is a vital component of not only Staunton's but also the region's tourism programs. Preserving the character of the City through protection of existing structures helps to support the tourism industry. The redevelopment of buildings and the development of new structures in historic districts should be done with sensitivity to the historic character and setting of the district. Also, important to historic structures is the

surrounding landscape elements, which need to reflect the context of the site and the structure in terms of materials and land form. Likewise, development outside historic districts should complement and support the overall character of the City while relating to the surrounding neighborhood setting. The City's major entrance corridors should be developed in a manner that protects and enhances their scenic beauty and distinct character. Structures, landscaping, signage, and overall site development can and should be designed and developed in a fashion that creates attractive corridors leading to the City's historic downtown. The use of both creative design standards and codes supports economic development while maintaining Staunton's historic and scenic fabric."

Note that the last statement in that section refers directly to the "use of both creative design standards and codes support[ing] economic development while maintaining Staunton's historic and scenic fabric." This statement reflects the City's current funding of this guidelines project and the support of the city staff in this effort.





B. Historic Districts' Character

1. Beverley Historic District

The Beverley Historic District in downtown Staunton is a compact, primarily commercial area consisting of 30 acres and including 11 square blocks. It contains 131 buildings of varying degrees of architectural and historical significance. Built on a series of hills, Staunton has an extremely rich and varied skyline, an unusual asset for a small town. This is a particularly noteworthy characteristic since Staunton is essentially a low-rise city, with few buildings in the downtown area rising above four stories. The dome of the Augusta County Courthouse, the clock tower, and the tower of the Masonic Temple Building stand out as focal points of the skyline.

These landmarks are further enhanced by numerous church spires in the surrounding neighborhoods. The hills are an integral part of the town's fabric and contribute greatly to the picturesque quality of the landscape. Panoramic

vistas are to be found from many of Staunton's higher elevations. Except for parking areas, very little open space exists within the district, and landscaping is minimal. The district is a compact, contiguous commercial area, especially along the four blocks of Beverley Street, Staunton's Main Street.

Even though Staunton was founded in the mid-18th century, the physical remains of that frontier village are, for the most part, gone. The commercial core now consists of a well-preserved collection of 19th-century buildings, most of which date from the post-Civil War period. As might be expected, the earliest buildings are of a simple, vernacular style and are executed in local materials such as brick or native limestone. There are also a few non-conforming intrusions and some heavily remodeled storefronts, but the bulk of the district's buildings reflect the styles of the Victorian era.

Facades run the gamut from early 19th-century vernacular through the Victorian-era revivals to the opulence of turn-of-the-century neoclassicism. The predominant style is the Italianate commercial. The most abundant building material is brick, although stone, terra cotta, concrete, and stucco are also used. The prevalence of brick Italianate structures of two to four stories gives a sense of cohesion to the entire downtown area. The few structures that do not adhere to this formula (for example those that are taller, of a more exuberant style, or built of a different material) serve to convey a sense of variety and diversity to the streetscapes.

While Staunton was unique in the sense that several of its important buildings were designed by architects from New York, Chicago, Boston, Philadelphia, Washington, D.C., and Richmond, it also was fortunate to have T. J. Collins, a third-generation architect/builder, relocate here from Washington, D.C., in 1891. He was responsible for the design of some 200 new or remodeled buildings in Staunton until 1911 when his son Sam took over the firm and continued the practice until the mid-20th century. Many of the Collins' firm's buildings are in the downtown, including the present Augusta County Courthouse, the Marquis Building, the Cochran Judicial Center, and the current railroad station among others.

While Staunton had a rich streetscape environment, most of it, such as limestone curbs and crosswalks, brick sidewalks, and cast iron ornate light fixtures, was lost over the years. In recent times, as a part of the city's downtown revitalization program, a new sympathetic streetscape improvement plan was implemented on many downtown streets with brick sidewalks and crosswalks, granite curbs, historically styled light fixtures, and underground utilities.

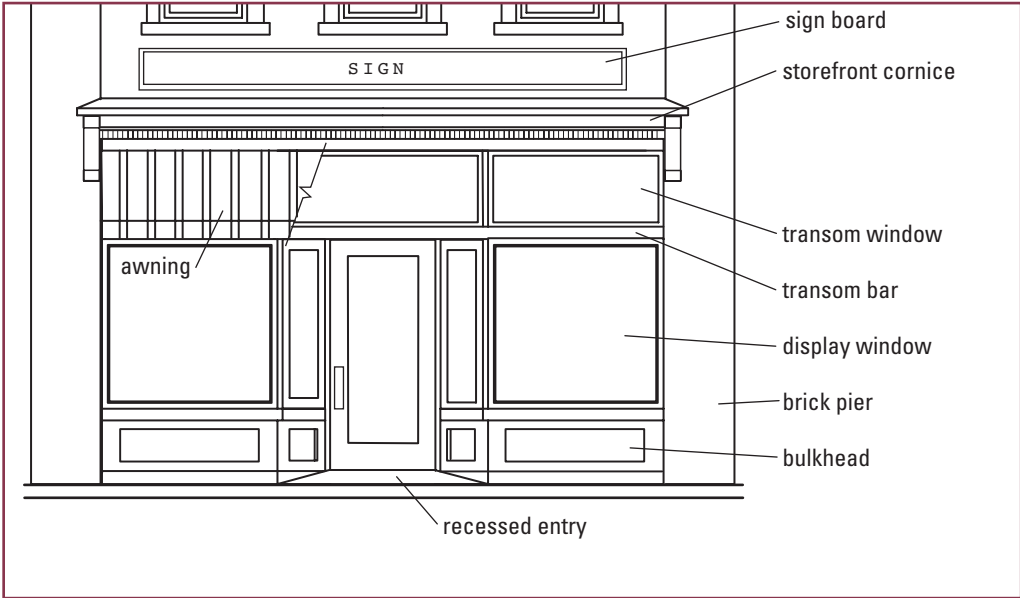
K. Storefronts

The storefront is one of the three significant sections of a typical facade of a historic commercial building and the most visible since it is located on the main (pedestrian) level of the structure. Its transparent windows were designed to draw the customer or client to the business within as well as to display the merchandise sold there. At night, the lit storefront helps illuminate the sidewalk and add visual interest for downtown visitors. Many of the traditional storefronts in Staunton’s central business district date from the late 19th to the turn-of-the-20th centuries.

(cont.)



Historic photos often can aid in planning reconstruction of missing storefront elements.



Typical storefront elements.



This pair of Colonial Revival styled storefronts retain their original design with the entablatures supported by pilasters. Note the original transom.



Likely, the interior of these storefronts has a lowered ceiling and therefore the transom became an appropriate location for signage.



This storefront retains its prism glass tile transom, a rarely surviving feature. Note the door to the upstairs space.

GUIDELINES

1. Preserve all elements, materials, and features that are original to the building or are early remodeling projects that have become significant in their own right; repair them as necessary. These elements may include character-defining features such as cornices, windows and trim, storefront windows, doors, and bulkheads. They may also include glass butt window joints and molded clips, bronze window strips, and bronze moldings found on period storefront systems. Also retain historic hardware such as hinges and door handles.

2. Remove any non-historic, inappropriate elements, materials, signs, or canopies that were added later and obscure original architectural elements. Covering up windows, cornices, decorative features, or significant portions of the wall alters the building's proportions and changes its appearance; these alterations should be removed.
3. If significant storefront features are uncovered in any careful exploratory demolition, assess their condition for preserving, repairing, or reconstructing them.
4. Reconstruct missing elements (such as cornices, window frames, transoms, and bulkheads) with physical evidence and/or historic photos if available. Otherwise, design simplified new elements that respect the character, materials, and design of the building.

5. Avoid using or retaining materials and elements that are incompatible with the building or district. Depending on the style and age of the commercial building, these may include: unpainted aluminum-frame windows and doors, unpainted aluminum panels or display framing, reflective or tinted glass display windows, T1-11, vinyl or aluminum siding, EFIS (artificial stucco), wood shingles, mansard roofs, metal awnings, coach lanterns, residential styled solid doors, plastic shutters, inoperable shutters, or shutters on windows where they never previously existed. Creating false historical appearances like Colonial, Old English, or other themed storefront designs are not appropriate for the authentic historic buildings in downtown Staunton.

TECHNICAL INFORMATION

Preservation Brief #11

Rehabilitating Historic Storefronts

<https://www.nps.gov/tps/how-to-preserve/briefs/11-storefronts.htm>

TRANSOM WINDOW OPTIONS



The original storefront with its historic prism glass transom.

Missing prism transom has been replaced with a wooden panel insert.

A new reproduction prism glass transom has been installed in the location of the former one.

Missing prism transom has been replaced with a new sign board.

Missing prism transom has been filled in with a wooden panel and a new awning installed.

Inappropriate Treatments

6. Do not remove historic wooden storefront framing and replace with metal. Repair and retain historic wood elements as needed.
7. Do not remove or reduce the size of storefront windows in order to create privacy for the use of the building such as an office occupant. Partial interior shutters, blinds, or curtains can block views without destroying the significant storefront windows.
8. Do not remove or cover up original storefront elements such as cornices or transom windows to create a space for a sign or because of an installation of a dropped ceiling in the building's interior. If the transom glass has been removed, this area can be used for a sign installation or for an awning, depending on the overall existing design and proportions of the façade.
9. Do not remove non-original storefronts that may have become historically significant alterations within the history of the building. An example would be a complete storefront replacement from the early 20th century that retained its design integrity. It is now an important historic and early change that should be preserved.
10. Window film applications that darken the appearance of the glass are not appropriate materials for display windows in the historic districts.



This original storefront may have been remodeled into a new design that does not respect its historic character (see images on right).

Here the original storefront surround has been covered with a new material & the upstairs door & transom has been remodeled.

Here, the new material extends to the 2nd floor windows. The storefront windows & the doors also were replaced.



This storefront originally had two surviving historic openings that were bricked in. The storefront was inappropriately covered with permastone that damaged the historic surfaces.



This art deco storefront is a remodeling of an earlier one. Due to its age and design, it now is a contributing historic element and should be preserved. It is constructed of Lynchburg greenstone. Note the butted glass panels.

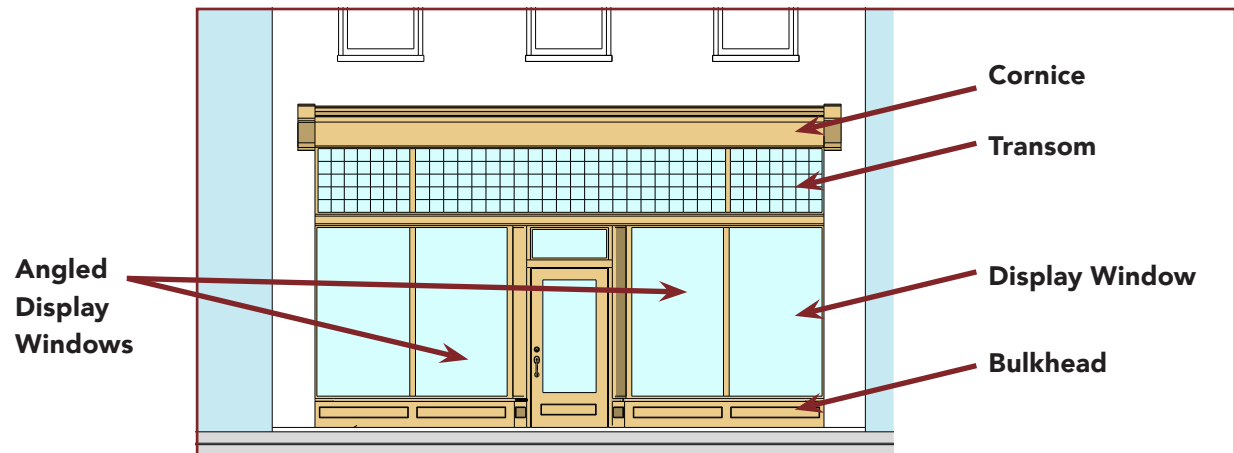
M. Storefronts

In Staunton's downtown historic district, most of the buildings have a storefront due to their commercial nature. In the Wharf Historic District, some of the buildings do not have storefronts due to their original function but still have windows at street level.

1. When designing new storefronts or elements for storefronts, conform to the configuration and materials of traditional storefronts.
2. Keep the ground levels of new retail commercial buildings at least 60 percent transparent up to a level of 10 feet if possible.
3. Articulate the entrance bay of larger institutional or office buildings to provide visual interest.
4. Include doors in all storefronts to reinforce street-level vitality. Discourage "mini-malls" with one central door to the interior unless individual storefronts also have usable entrances and display windows.
5. Neighborhood transitional buildings, in general, should not have transparent first floors that face residential areas, and the design and size of their facade openings should relate more to neighboring residential structures.
6. Institutional buildings generally would not have storefronts, but their street levels should provide visual interest and display space could be integrated into the design.



Blocks of downtown storefronts historically created a continuous shopping experience with display windows & welcoming entrances that angled out, creating more display area.



Typical elements of commercial storefront are shown here.

Secretary of Interior Guidelines for Rehabilitation – Setting

Page 146 SETTING (DISTRICT / NEIGHBORHOOD)

Alterations and Additions for a New Use

Designing new 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 relationships between buildings and the landscape in the setting, and are compatible with the historic character of the setting.	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 setting if landscape features and plant materials are removed.
<u>Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the setting that preserve the historic relationship between the buildings and the landscape.</u>	<u>Introducing new construction into historic districts which is visually incompatible or that destroys historic relationships within the setting, or which damages or destroys important landscape features.</u>
Removing non-significant buildings, additions, or landscape features which detract from the historic character of the setting.	Removing a historic building, a building feature, or landscape feature which is important in defining the historic character of the setting.

Property Information

113 WEST BEVERLEY STREET: GROUND FLOOR 4500 GSF
ZONING: B2
MAP NUMBER: 375
SUBDIVISION: CENTRAL CITY
HISTORIC DIST: 11 BEV
SITE SIZE: 4,500 SF
STRUCTURE AGE: BUILT 1983
STRUCTURE ADDRESS: TWO (2) ADDRESSES; 113, 115
STRUCTURE CONSTRUCTION: MASONRY PARTY WALLS RUNNING NORTH/SOUTH, ONE FLOOR WITH TWO TENANTS.

SCOPE

Facade remodel to include replacement of existing storefront window with new knee-wall, countertop, and roll-up storefront style door. New door to match existing storefront and be hidden above the ceiling when open.

Interior remodel to include new restrooms, walk-in cooler, storage area, booth and closet extension. All walls to match construction of existing in height and type. Restrooms to have one ADA compliant stall and one non-ADA stall designated 'Men' and one each designated 'Women'.

CONSTRUCTION DATA

EXISTING STRUCTURE: MASONRY PARTY WALLS - BRICK & CMU. REAR WALL MASONRY w/DOOR. FRONT WALL STEEL STUD w/ WINDOWS / DOORS & EIFS FINISH. OPEN WEB STEEL BAR JOISTS, METAL PANDECK & LOW SLOPE RUBBER MEMBRANE ROOF. CMU PARTITION WALLS.

PROPOSED ALTERATION CONSTRUCTION TYPE: 3B

ALTERATION LEVEL (PER CHAPTER 6 VEBC): LEVEL 2

PROPOSED USE: NON SEPERATED MIXED USE OCCUPANCY, A-2 (CHANGE OF USE)
B (EXISTING USE)

FIRE SPRINKLER: NOT REQUIRED PER VCC 903.2.1.2

FIRE ALARM/DETECTION: REQUIRED TO COMPLY WITH VCC 907.5

OCCUPANT LOAD PER VCC TABLE 1004.5:

A-2: 1120/7 = 160
B: 2190/150 = 15 (EXISTING)

EXITS FOR PROPOSED ALTERATION AREA (A-2) PER VCC 1006.2.1:

	REQUIRED	PROPOSED
NUMBER OF EXITS	2	2
TRAVEL DISTANCE	75 FT	72 FT
SIGNAGE PER VCC 1013	ILLUMINATED	ILLUMINATED

ELECTRICAL AND LIGHTING TO COMPLY WITH NFPA 70 PER VEBC 708

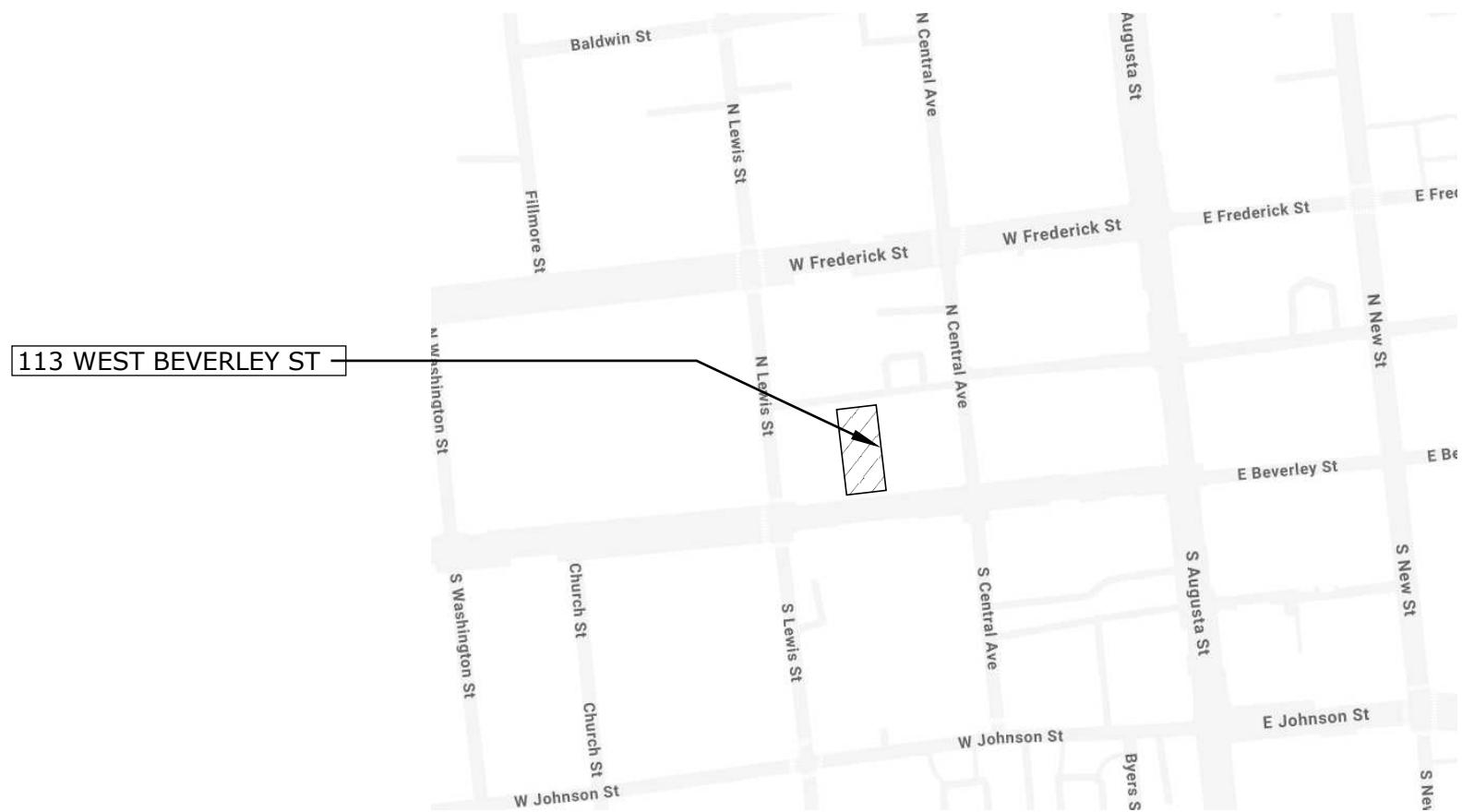
MECHANICAL AND VENTILATION TO COMPLY WITH INTERNATIONAL MECHANICAL CODE PER VEBC 709

PLUMBING FOR PROPOSED ALTERATION AREA (A-2) PER VPC 403.1:

	REQUIRED	PROPOSED
WATER CLOSETS	4	4 (2 ADA)
LAVATORIES	3	3 (2 ADA)
D.F.	0 (PER VPC 410.4)	0
SERVICE SINK	1	2

ACCESIBILITY MET W/PROPOSED BATHROOMS

VICINITY MAP



Chrissie Beavis
Design + Fabrication

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San Diego CA 92105
cbeavisdesign@gmail.com

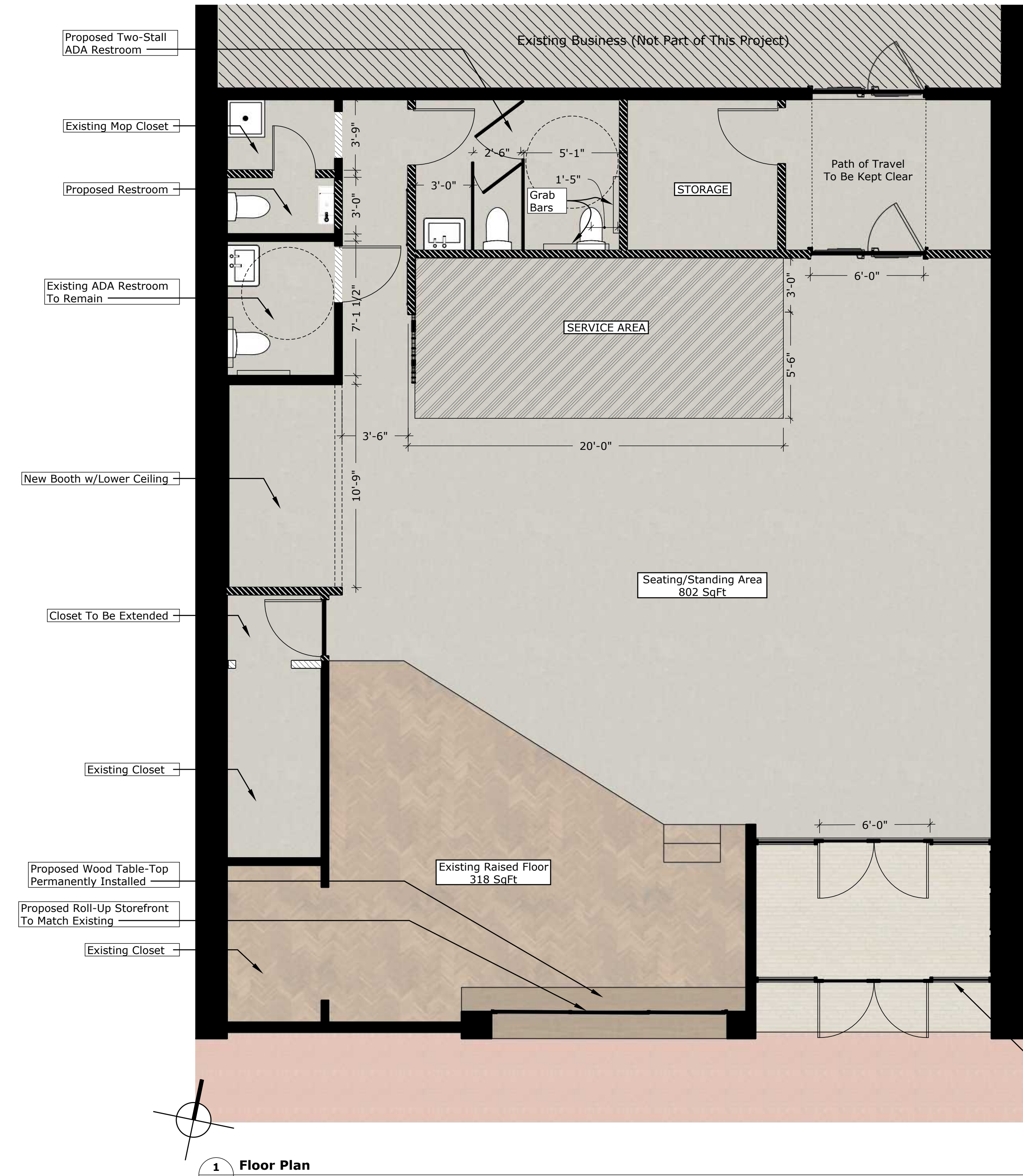
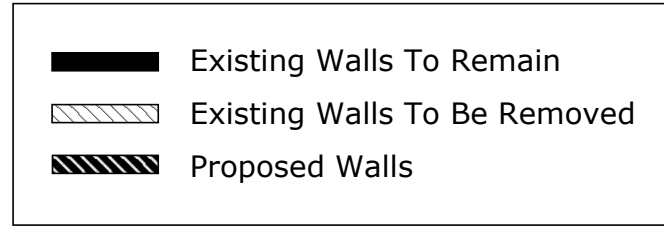
Project
Facade & Interior Alterations
113 West Beverley St.
Staunton, VA 24401

Revised Plan

Drawn By
CB
Date
MAR 25 2026

PLAN, ELEVATION & PERSPECTIVES

A1.0



1 Floor Plan
A1.0 Scale: 1/4" = 1' 0"



3 Front Perspective, Proposed Storefront Closed
A1.0



4 Front Perspective, Proposed Storefront Open
A1.0



2 Front Elevation
A1.0 Scale: 1/4" = 1' 0"



1 Front Perspective, Proposed Storefront Closed - BIFOLD DOORS
A1.1



2 Front Perspective, Proposed Storefront Open - BIFOLD DOORS
A1.1



3 Front Perspective, Proposed Storefront Closed - HANGER STYLE DOOR
A1.1



4 Front Perspective, Proposed Storefront Open - HANGER STYLE DOOR
A1.1

Chrissie Beavis
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Staunton, VA 24401

Drawn By
CB
Date
MAR 25 2026

DOOR OPTIONS: BIFOLD & HANGER

A1.1



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AWNING OPTIONS

A1.2