

**STAUNTON HISTORIC PRESERVATION COMMISSION****April 6, 2026****12:00 p.m.****Council Chambers**

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

**ABSENT:**           **Dennis Blanton**

**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**

Mr. Brown read the historic preamble.

**APPROVAL OF MINUTES**

Mr. Brown moved to approve the minutes of the February 24, 2026 meeting.

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

|              |        |            |     |
|--------------|--------|------------|-----|
| Ms. Brannock | aye    | Mr. Brown  | aye |
| Mr. Avery    | aye    | Mr. Lively | aye |
| Mr. Blanton  | absent |            |     |

Mr. Lively moved to move item 6A before new business. This was seconded by Mr. Avery and approved by all. This was due to a conflict with the applicant’s schedule.

**OLD BUSINESS**

**a.           **CERTIFICATE OF APPROPRIATENESS****  
                  **Katherine Van Slyck & Timothy Fontaine**  
                  **Phillip Ballurio, Sun Day Solar**  
                  **815 W. Beverley Street**

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## Solar Installation on Dwelling and Garage Roof

**Discussion:** Katherine Van Slyck & Timothy Fontaine presented via Zoom as outlined in the agenda packet. Ms. Brannock asked for clarification on the location of the panels which the applicant provided, and it was determined they will be placed on the back section of the house. There were no further questions/discussion from the committee.

**Recommendation:** Mr. Strassler with 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.

### **Motion:**

Mr. Lively moved for approval of the Certificate of Appropriateness for installation solar panels on the house rear roof slopes and garage roof. This majority of the proposed installation appears not to be visible from Beverley or Jefferson Streets. No panels or associated equipment will be installed that will obscure character defining features and/or may be clearly viewed from a public street. A. "should be placed in locations with limited or no visibility" "on a secondary roof slope, on a rear addition" B. "should be installed in a manner that limits their impact on historic materials and features of the building" C. " should be set back from the edge of the roof to limit visibility" D. "should be compatible with the color of the existing roof in order to blend this new roof element with the existing roof as much as possible."

*Citing: Secretary of the Interior's Standards for Rehabilitation; Secretary of Interior Guidelines ROOFS*

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

|              |        |            |     |
|--------------|--------|------------|-----|
| Ms. Brannock | aye    | Mr. Brown  | aye |
| Mr. Avery    | aye    | Mr. Lively | aye |
| Mr. Blanton  | absent |            |     |

## **NEW BUSINESS**

### **a. CERTIFICATE OF APPROPRIATENESS**

**June Frinks & Sally Burger**

**116 N. Madison Street**

**Replace Metal Shingle with Standing Seam Metal Roof**

**Discussion:** Ms. Sally Burger shared the details of their project that were included in the agenda packet. The amendment that was submitted before the meeting was reviewed. There were no questions or discussion from the committee.

**Recommendation:** Mr. Strassler noted HSF recommends approval of the COA. The property features an embossed metal shingle roof, a product that has become increasingly cost-prohibitive

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for owners to replace. Staunton has a significant collection of standing-seam metal roofs from the same period. The subject property reflects Queen Anne style with shingle style and shingle texture influences, with the gables. The recommendation is to replace the existing metal shingles with cedar shingles matching the size and pattern of the original, using #1 grade western red cedar. Modern roofing practices of solid sheathing with tar paper or moisture barriers causes wooden shingle/shake roofs to fail prematurely. Proper installation requires Skip (open) sheathing to allow airflow beneath the shingles and an air gap below the shingles to enable even drying. This traditional method is essential for the longevity of a wooden roof system.

**Motion:**

Mr. Brown made a motion to approve the Certificate of Appropriateness for the installation of a traditionally detailed standing seam metal roof.

*Citing: V. Guidelines for Existing Buildings - Elements J. Roof 8, 10 and 12*

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

|              |        |            |     |
|--------------|--------|------------|-----|
| Ms. Brannock | aye    | Mr. Brown  | aye |
| Mr. Avery    | aye    | Mr. Lively | aye |
| Mr. Blanton  | absent |            |     |

**b. CERTIFICATE OF APPROPRIATENESS**

**Trinity Church – William Frazier**

**214 W. Beverley St.**

**Install Handicap Accessible Ramp and Fence and Wall Revisions**

**Discussion:**

Mr. Frazier shared details of the project as included in the agenda packet. He discussed the use of a VA250 grant and the desire to achieve greater accessibility. The location of the new ramp was shared. There were no questions or discussion from the committee.

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

**Motion:**

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

*Citing: City guidelines, E, a. and b.; Secretary of Interior Guidelines: Building Site and Alterations for a new use*

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

|              |        |            |     |
|--------------|--------|------------|-----|
| Ms. Brannock | aye    | Mr. Brown  | aye |
| Mr. Avery    | aye    | Mr. Lively | aye |
| Mr. Blanton  | absent |            |     |

**c. CERTIFICATE OF APPROPRIATENESS**  
**Historic Staunton Foundation – Frank Strassler**  
**Cabell Log House - 654 E. Beverley St.**  
**Remove Concrete Sidewalk**

**Discussion:**

Mr. Strassler shared details of the project as included in the agenda packet. The sidewalk at the Cabell House needs to be removed to fix drainage issues. It is not a historic sidewalk to the house. There were no questions or discussion from the committee.

**Motion:**

Mr. Lively moved that the Certificate of Appropriateness be approved as submitted. The existing sidewalk leading to the house and side yard consists of modern poured concrete, diverting moisture toward the log house contributing to deterioration. The walk is not historic patterned concrete.

*Citing: The Secretary of Interior Standards for Rehabilitation state 7, 8 and 9.*

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

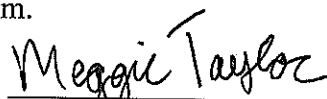
|              |        |            |     |
|--------------|--------|------------|-----|
| Ms. Brannock | aye    | Mr. Brown  | aye |
| Mr. Avery    | aye    | Mr. Lively | aye |
| Mr. Blanton  | absent |            |     |

**OTHER BUSINESS**

None.

**ADJOURNMENT**

The Chair adjourned the meeting at 12:28 p.m.



Meggie Taylor

Interim Clerk to Historic Preservation Commission

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