

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

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](#).

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

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](#).

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

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](#).

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.

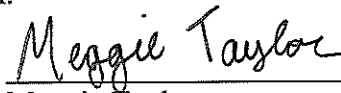
Outstanding Compliance – 29 East Beverley Street

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