

ARCHITECTURAL REVIEW BOARD AGENDA

February 14, 2017 – 7:30 p.m.

**Manassas City Hall
9027 Center Street, Room 204**

BOARD MEMBERS

William Rush, Chairman
Debbie Haight
Nancy Hersch Ingram

Fatima Pereira-Shepherd
Jan Alten (ALTERNATE)

1. Pledge of Allegiance to the Flag
2. Roll Call
3. Approval of the Meeting Minutes – January 10, 2017
4. New Business
 - **ARB #2017-20**
9073 Center Street
Hynson Holding Group
5. Other Business
 - **Elections**
 - **FY2016 Annual Report**
 - **Old Town Update(s)**
 - **Change in ARB Meeting Location for March 14, 2017**
6. Adjournment

**MINUTES
REGULAR MEETING
CITY OF MANASSAS
ARCHITECTURAL REVIEW BOARD**

January 10, 2017 – 7:30 P.M.

Members Present: William Rush, Chairman
Debbie Haight
Nancy Hersch Ingram
Fatima Pereira-Shepherd
VACANT POSITION

Members Absent: Jan Alten (Alternate)

Staff Present: Jamie S. Collins, Development Services Manager
Greg Bokan, Planner
Donna J. Bellows, Boards and Commissions Clerk

PLEDGE OF ALLEGIANCE

ROLL CALL AND DETERMINATION OF A QUORUM

Clerk called the roll, and a quorum was determined.

APPROVAL OF MINUTES – December 13, 2016

Ms. Haight made a correction on page 3, paragraph 2 – Mr. Sellers not Mr. Seller.

Ms. Haight motioned to approve the minutes as corrected. **Ms. Shepherd** seconded the motion. **The MOTION PASSED UNANIMOUSLY BY VOICE VOTE.**

NEW BUSINESS

**ARB #2017-18
9126 Center Street
Totally Vintage Design**

Mr. Bokan stated that the applicant is seeking approval for the installation of two projecting wall signs on the two existing brackets; one bracket is located on the Center Street façade and the other on the West Street façade. The applicant was previously before the Board in May 2015 under application ARB #2015-34 for their prior location at 9413 Battle Street. The applicant has since moved to 9126 Center Street. While the sign

design is only slightly changed from ARB #2015-34, the size and shape have changed to reflect the new location and brackets. The signs will be double faced aluminum panels and are to be installed into the existing black brackets located between the first and second floors and do not obstruct any architectural detailing. The signs measure 24"x48" with a color palette of pink and grey, reflecting a similar color scheme/company branding presented as part of ARB #2015-34 for their prior location. Initially, the new sign introduced a beige accent for the word "Design," but the word "Design" will reflect the same color of the rest of the lettering.

The proposed sign is in keeping with the size recommendations of the guidelines and the requirements of the zoning ordinance. The material proposed is appropriate for use in the historic overlay district and the color palette utilizes the established logo and branding of the business, and complements the building's beige accent color as noted in the guidelines. The guidelines do state that sign installation should maintain a minimum clearance of 9 feet from the ground surface. The existing brackets appear to meet this requirement. Staff recommends approval of the application, with the stipulation that the sign have a matte finish.

Applicant, Melissa Harris, had nothing further to add to the staff report.

ARB Discussion

None

Ms. Shepherd motioned to approve ARB #2017-18 as recommended by staff:

- The sign will have a matte finish.

Ms. Haight seconded the motion.

Roll Call

Ms. Shepherd	Y
Ms. Haight	Y
Chairman Rush	Y
Ms. Ingram	Y

The MOTION PASSED UNANIMOUSLY.

ARB #2017-19

9516 Main Street

WLF Contracting/Billy Fields

Mr. Bokan stated that the property is currently the subject of a property compliance case for a blighted property. Repair work has commenced (with administrative approval) to the structure exterior to remedy this situation. This includes repair of siding, significant repair of the existing rear porch (which is not visible from Main Street), and painting of the structure.

As part of this application to the ARB, the applicant requested the following items:

- Replacement of 20 of the homes existing 1/1 window sashes;

- Replacement of the current 15-light, squared front and side doors with new doors that include an oval light and paneling with curvature with an increase to the width of the doors;
- Replacement of two rear doors with a new door of similar style to the existing with top light and squared panels; and
- Relocation of a 2nd floor rear door which accesses the 2nd floor of the rear porch. The rear doors are not visible from Main Street.

Staff recommends approval of the wood window sash replacements, rear wood door replacement and relocation of the rear second floor door. Staff recommends denial of the front and side door replacement as submitted. Staff would support consideration of a proposal that is more sympathetic to the period of the house.

Mr. Bokan also stated that staff could support a proposal that considered the reuse of the existing front and side doors as possible storm doors, with the installation of new wood doors of a design that is sympathetic to the period of the house.

Applicant, Billy Fields, had nothing further to add to the staff report.

ARB Discussion

Ms. Ingram stated that the proposed front door is not appropriate for the home and recommended that the replacement door have a solid bottom with the glass at the top.

Ms. Haight asked the applicant for a reason for the proposed replacement of the doors, and stated that, typically, when an applicant proposes a door replacement, it is because they are in disrepair or causing issues to the home. At the meeting, **Mr. Fields** presented materials and specs for an alternate new door that would be a match to the existing door. **Ms. Collins** recommended that the applicant enlarge the rear lower door to 36" and keep the dimension of the other doors as is. **Mr. Fields** agreed to do so.

Ms. Haight motioned to approve ARB #2017-19 with the following modification:

- The replacement of the front and side doors will be the same style door and wood door with the true divided lights (per information submitted by the applicant at the meeting).
- Enlarge the rear lower door to 36" and keep the dimension of the other doors as is.

Ms. Shepherd seconded the motion.

Roll Call

Ms. Haight	Y
Ms. Shepherd	Y
Chairman Rush	Y
Ms. Ingram	Y

The MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

ARB #2017-13
9409-9411 Battle Street
Denise McCall

Mr. Bokan stated that the applicant's current request is for the installation of a permanent banner on the southern side elevation. The applicant's previous request for multiple aluminum signs on the building, located on the front and rear elevation of the building, was approved at the November 2016 meeting of the Architectural Review Board. The Board deferred a decision on the painting of the building, and provided comments to the applicant at the November 2016 meeting. Approval for the repainting of the building was approved at the Board meeting in December 2016.

The sign is proposed to be 3' by 8.33' and is to be located on the second floor of the south facing side elevation. The sign would be attached by nails/screws into the grout/brick via the banner's grommets. The sign is located as to not cover the historic paint/lettering along the elevation. Staff recommends approval of the application, with the following stipulations:

- The banner shall be no more than 24-feet installed height;
- The banner shall be located on the second floor elevation so it does not cover the existing paint/lettering along the elevation;
- The banner shall be maintained in a taught condition, flush against the wall, and is mounted by permanent anchoring; and
- If the appearance of the banner becomes torn, faded, or is otherwise compromised, the applicant shall come before the board for a replacement sign made of another material specified by the City of Manassas Historic District Handbook.

Applicant, Denise McCall, stated that there will be grommets along the edge and will be permanently screwed on with the washers.

ARB Discussion

Chairman Rush asked if the holes would be drilled in the mortar or the brick. **Ms. McCall** stated that it would depend on where it landed but would try to do the mortar as much as possible.

Ms. Haight motioned to approve ARB #2017-13 as recommended by the staff:

- The banner will be no more than 24-feet installed height;
- The banner will be located on the second floor elevation so it does not cover the existing paint/lettering along the elevation;
- The banner will be maintained in a taught condition, flush against the wall, and is mounted by permanent anchoring; and
- If the appearance of the banner becomes torn, faded, or is otherwise compromised, the applicant shall come before the board for a replacement sign made of another material specified by the City of Manassas Historic District Handbook.

Ms. Shepherd seconded the motion.

Roll Call

Ms. Haight	Y
Ms. Shepherd	Y
Chairman Rush	Y
Ms. Ingram	Y

The MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

Old Town Update(s)

Ms. Collins informed the Board that Tillett Square is scheduled to go before the Land Use Committee in January, the Planning Commission (worksession only) and the Community Outreach Committee in February, and will be coming back before the ARB on March 14th.

Ms. Haight asked if staff was aware of the signage on a building on Church Street which is directly across the street from Malone's. The name of the business is the Cloud Shoppe. **Ms. Collins** stated that staff is not aware and will follow up on the issue.

Ms. Collins informed the Board that the property owners of Liberty Street had not filed an appeal. Staff is preparing to send the case to the City Attorney to follow up on the demolition by neglect, the lack of compliance, and the property code violations.

ADJOURNMENT

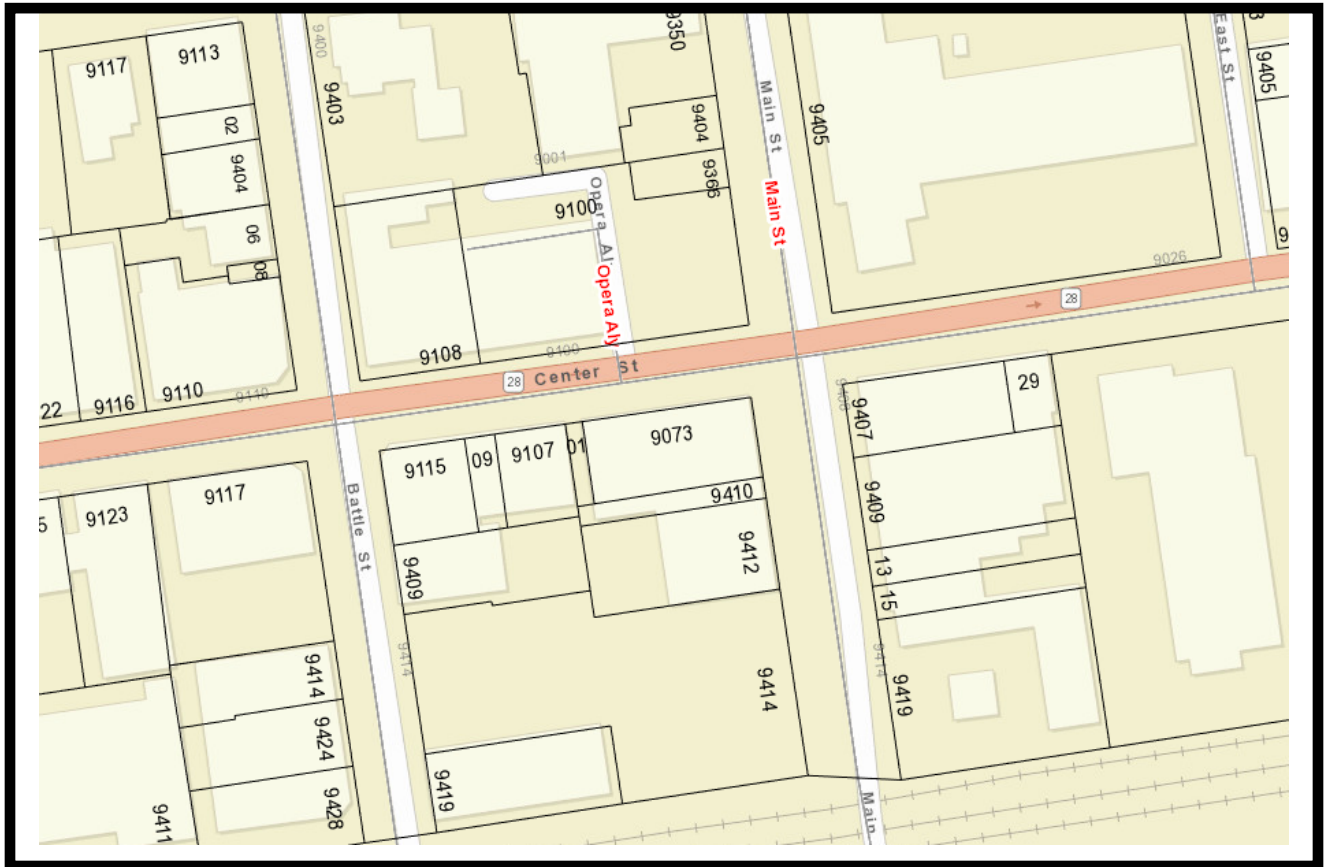
Ms. Haight moved to adjourn the meeting. Ms. Shepherd seconded the motion. The MOTION CARRIED UNANIMOUSLY TO ADJOURN THE MEETING. The meeting ended at 8:10p.m.

William Rush, Chairman

Date

ARCHITECTURAL REVIEW BOARD

No. 2017-20



Applicant(s): **Hynson Holding Group**

Site Owner(s): **Hynson Holding Group**

Site Address: **9073 Center Street**

Tax Map No.: **101-01-00-203**

Site Location: **Southwest corner of the intersection of Center Street and Main Street**

Current Zoning: **B-3**

Parcel Size: **0.09 Acres**

Age of Structure: **101 Years**

Type of Structure: **Commercial**

Summary of Request: **Installation of projecting and wall mounted signage**

Date Accepted for Review: **January 18, 2017**

Date of ARB Meeting: **February 14, 2017**



CITY OF MANASSAS

Department of Community Development
Elizabeth S. Via-Gossman, AICP, Director

STAFF REPORT

ARB Case: 2017-20
Applicant: Hynson Holding Group
Address: 9073 Center Street



REQUEST

The applicant is proposing the installation of a projecting sign on an existing bracket and wall mounted signage on the Center Street and Main Street frontages of the building.

This property was previously before the Board in November 2013 (ARB #2014-08) for the replacement of second floor windows and repair of first floor windows. Previous projecting signage on the existing bracket was approved in October 2011 (ARB #2012-03). The existing "Fiducial" wall mounted signage was approved in June 2005 (ARB #2005-27).

PROPERTY INFORMATION

Location – The project site is located at 9073 Center Street at the southwest corner of the intersection of Center Street and Main Street.

Historical Significance – The building was constructed circa 1906 and is listed as the Hynson Building on the 2005 Reconnaissance survey. It is representative of the late nineteenth century growth in the city after the 1905 fire. The building exhibits the Renaissance Revival style, which includes stone quoins, a stone belt course, and a flat roof with a decorative brick cornice. It is ranked notable on the 2005 survey. While the building has had alterations over the years as occupancy requirements have changed, it continues to feature the majority of its original design characteristics.

Surrounding Properties – The building is located on Center and Main amid a block of landmark, contributing, and infill properties. Surrounding properties include: Masonic Lodge (Landmark), Old Post Office (Landmark), Conner Building (Landmark), Conner Market (Landmark), 9109 Center (Contributing) and 9412 Main Street (Contributing).

APPLICANT'S PROPOSAL

Two wall mounted signs are proposed, one on each of the public street frontages. The wall mounted sign on the Main Street frontage would be a 20" x 102" (14 sqft) sign made of individual mounted white PVC letters. For the Center Street frontage, a 3'9" x 13' 3/16" (49.5 sqft) sign made of individual mounted white aluminum faced letters is proposed.

The projecting sign above the westernmost Center Street entrance will be composite aluminum panels and will be installed onto the existing bracket located between the first and second floors. A black metal frame, with a vertical divider through the center of the frame, would create two individual frames - holding the two

sign panels. The projecting sign measures a total size of 36"x70" (17.5 sqft); with the individual panels being 36"x35" (8.75 sqft each) in size. The "ecu communication" sign includes the company logo with a white background color, while the "Whitlock Wealth Management" sign includes a dark background with white letters.

STAFF ANALYSIS

The applicable design guidelines for signage are found on pages 82-87 of the City of Manassas Historic District Handbook. The guidelines state that wall mounted signs should not exceed 1.5 times the linear footage of the building or a maximum of 70 sqft. Placement should be context sensitive as not to obscure openings or building details. For projecting signs, they should not exceed 12 sqft in area and placement should be based upon visibility and compatibility with the building. Materials should relate to the structure and sign design should be coordinated with the nature of the business and character of the structure.

Wall Mounted Signage

The "ecu communications" sign on the Main Street frontages meets the size and placement recommendations of the guidelines. The 14 sqft sign is smaller than the 40 sqft permitted per the zoning ordinance. Further, the sign has been located as not to obstruct the stone belt course between the 2nd floor windows and decorative brick cornice. While the style and placement of the proposed lettering is consistent with the design guidelines, the plastic material is not compatible with the historic and architectural character of the building. Staff recommends the use of aluminum faced lettering, consistent with the proposed "Whitlock Wealth Management" sign described below to provide consistency in materials. Staff would note that Guideline Supplement #2 does provide for the Board's consideration of signage based on its own merits, with the finish of the sign being critical. Alternative materials can be considered but should maintain a matt finish. The sign's location above the 2nd floor window does provide separation from street level.

The "Whitlock Wealth Management" sign on the Center Street frontage meets the size and material recommendations of the guidelines. The 49 sqft sign is smaller than the 70 sqft recommended in the guidelines. Material is aluminum faced letters, consistent with the design guidelines. However, the placement of the company logo obstructs the stone belt course. As recommended by the design guidelines, the logo placement should be context sensitive to avoid obstructing the architectural feature of the stone belt course.

Projecting Signage

The composite aluminum panels proposed for the projecting signage appear to be appropriate for use in the historic overlay district and the color palette utilizes the established logo and branding of the business. However, due to the fact that the signs will share a common bracket and frame, a single background color should be considered to unify the design for the sign. The proposed sign size of 17.5 sqft is larger than the size recommendations of the guidelines, but is the same size as the sign previously approved for this location (ARB # 2012-03). The zoning ordinance permits projecting signs up to 24 sqft. The existing bracket is also larger than what is typically found in the historic district. A smaller sign might look out of proportion in the context of this larger bracket. The sign is in compliance with the requirements of the zoning ordinance. Finally, the guidelines do state that sign installation should maintain a minimum clearance of 9 feet from the ground surface. The signage appears to meet this requirement as it maintains the dimensions of the previous sign.

Staff recommends any approval of the projecting sign note that the future projecting sign on the existing bracket at the intersection of Center and Main not exceed the 12 sqft as recommend by the design guidelines.

Review Criteria

Pursuant to Section 130-406 (a), the ARB shall consider the following criteria in determining whether or not to issue a Certificate of Appropriateness for construction or alterations:

CRITERIA	APPLICATION
Activity Proposed:	Wall Mounted and Projecting signage.
(1) Whether the material, texture, color, height, scale, mass, and placement of the proposed addition, modification, or construction are visually and architecturally compatible with the site and the HOD.	The proposed design and scale of the signage is compatible with the characteristics of the building and surrounding historic district. Staff recommends the use of aluminum faced lettering for both wall mounted signs. A common background color should be considered for the projecting signage to unify the sign design.
(2) The harmony of the proposed change in terms of overall proportion and the size and placement of elements such as entrances, windows, awnings, exterior stairs, and signs.	The sign location is consistent with prior signage placement and is sensitive to elements of the building design, including: entrances, windows, and the stone belt course above the second floor windows. Except for the placement of the logo for the “Whitlock Wealth Management” wall mounted sign. This conflicts with the stone belt course.
(3) The effect of the proposed change on the historic district neighborhood, setting, or streetscape.	The proposed signage is compatible with the streetscape and surrounding historic district.
(4) Whether the proposed method of construction, renovation, or restoration would have an adverse impact on the historic or architectural character of the structure or site, or on adjacent buildings or structures.	The proposed signage is in keeping with the character of the structure and surrounding area.
(5) The Secretary of the Interior Standards for Historic Preservation, as may be relevant.	Not applicable.
(6) Any applicable provisions of the adopted design guidelines.	<p>The proposed wall mounted signage is generally in keeping with the recommendations of the design guidelines Staff recommends the use of aluminum faced lettering for both wall mounted signs. Additionally, the placement of the “Whitlock Wealth Management” logo over the belt course is not context sensitive.</p> <p>The proposed projecting signage is generally in keeping with the design guidelines. While the 17.5 sqft size is larger than the 12 sqft recommendation, it is consistent with previously approved signage for this bracket (ARB #2012-03), as well as the 24 sqft maximum in the zoning ordinance. However, a unifying background color should be considered.</p>

STAFF RECOMMENDATION

“ecu communications” Wall Mounted Sign

Staff recommends the use of aluminum faced lettering for both wall mounted signs. Staff would recommend **APPROVAL** of this item, as modified with the aluminum faced lettering, with the following stipulations:

- The applicant shall patch and repair brick and mortar upon removal of previous wall mounted signage. New wall mounted signage should be attached primarily to mortar joints to the maximum extent practical.

“Whitlock Wealth Management” Wall Mounted Sign and Projecting Signage for both businesses

Staff recommends **DEFERRAL** of these items, to allow the applicant time to address the following concerns:

- The “Whitlock Wealth Management” wall mounted sign logo obstructs the architectural feature of the stone belt course.
- The projecting signage does not provide a unified design due to differing background colors.



CITY OF MANASSAS, VIRGINIA

Community Development · 9027 Center Street, Manassas, VA 20110 · 703-257-8223

ARB #: 2017-20DATE: _____
(Completed by City Staff)

ARCHITECTURAL REVIEW BOARD Application for Certificate of Appropriateness

Site Address: 9073 Center Street Manassas, VA 20110

Number

Street Name

Tax Map No(s): 101-01-00-203Zoning District: Local HistoricDate Purchased: May, 5 2016Age of Structure: 102

Nature of Proposed Work: Please check all that apply.

☒ Signage☐ Exterior Alteration☐ Addition☐ New Construction☐ Demolition

Description of Proposed Work (use additional pages if necessary): _____

New blade signage on existing bracket at 9073 Center (ECU-Whitlock shared)3D lettering for ECU on facade facing Main Street3D lettering for Whitlock on facade facing Center Street**APPLICANT**

(All correspondence is addressed to applicant)

Hynson Holding Group

Name (Please Print)

9073 Center Street, Second Floor

Address

Manassas VA 20110

City State Zip Code

E-mail Address

703-754-7728

Phone #

Fax #

Signature

OWNER

(Leave blank if same as applicant)

Name (Please Print)

Company

Address

City State Zip Code

Phone #

Fax #

E-mail Address

I hereby certify that I have the authority to make the foregoing application, that the application and information provided herein is correct and that the construction will conform to the regulations in the Building Code, the Zoning Ordinance, or private building restrictions, if any, which may be imposed on the above property by deed.

Manassas

City of Manassas

Reconnaissance Level Survey

DHR Id # 155-0161-0165

Resource Identification

Tax Parcel: 101/01 00/ 203/ / /

Other Id#:

GPIN # 7795-68-1219

Property Name(s): Hynson Building {Historic} Commercial Building,
9073 Center Street {Current}

Property Date: circa 1906

Address(s): 9073 Center Street {Current}

County/Independent City: Manassas

City: Manassas

State, Zip: Virginia, 20108

USGS Quad Name: MANASSAS

Surrounding Area: City

National Register Eligibility Status

Property is Historic (50 years or older)

Property is associated with the Local Manassas Historic District

Property is associated with the National Register Manassas Historic District [district]

Resource Description

Ownership Status: Private

Primary Resource Exterior Component Description:

Component	Comp Type/Form	Material	Material Treatment
Chimneys	N/A	N/A	N/A
Chimneys	N/A	N/A	N/A
Foundation	Solid	Not Visible	Not Visible
Roof	Flat with Parapet	Asphalt	Shingle
Porch	N/A	N/A	N/A
Structural System	Masonry	Brick	Stretcher
Windows	Double-Hung	Wood	2/2
Windows	Storefront	Metal	1-light

Site Description: Facing west, the commercial building is sited on a grassy level lot. It is on the southwest corner of Main and Center streets and is attached to the building at 9401 Main Street on the south elevation and the building at 9101 Center Street on the west elevation.

WUZIT Count:

No.	Wuzit Types	Historic?
1	Commercial Building	Historic

NR Resource Count:

#	NR Resource Type	Contributing Status
1	Building	Contributing

Individual Resource Information

WUZIT: Commercial Building

Est. Date of Construction: ... circa 1906

Primary Resource? Yes

Architectural Style: Renaissance Revival

Interior Plan Type: Unknown

Accessed? No

Number of Stories: 2

Condition: Good

Threats to Resource: None Known

Description: The two-story, three-bay Renaissance Revival-style commercial building is masonry construction with stretcher-bond brick. Details include stone quoins and stone belt course. The building is covered by a flat roof with a parapet that has dog-tooth brick cornice. The storefront façade along the north elevation is a flush side entry with modern 1-light wood fixed windows and a cast-iron storefront manufactured by G.L. Mesker and Company (Evansville, Indiana). The storefront wraps the corner from Center Street to the east elevation along Main Street. The first-story façade on the east elevation has a similar cast-iron storefront with modern 1-light windows, although the entry is flush half-cant. The second-story façade has 2/2 double-hung wood windows with stone lintels and sills.

City of Manassas

Manassas

Reconnaissance Level Survey

DHR Id # 155-0161-0165

Cemetery Information**National Register Eligibility Information** (Intensive Level Survey)

Historic Context(s): Architecture/Community Planning, Commerce/Planning

Time Period(s): Reconstruction and Growth (1865 to 1914)

Significance Statement:

The Hynson Building at 9073 Center Street is representative of the late-nineteenth-century and early-twentieth-century growth in Manassas that followed after the relocation of the county seat of Prince William County in 1892. Constructed circa 1906, the building is reflective of commercial buildings constructed after the fire of 1905 and the institution of building codes that required fireproof materials for those structures constructed in the commercial core. Like many of the buildings constructed in the commercial core after the 1905 fire, the building exhibits the Renaissance Revival style. Typical of the style, this building features stone quoins, a stone beltcourse, and a flat roof with a decorative brick cornice. The building had undergone few alterations since its construction. This property is a contributing property to National Register Manassas Historic District. As a good example of an early twentieth-century Renaissance Revival commercial building in Manassas's commercial core, the building at 9073 Center Street is Ranked Notable. An intensive-level interior survey and research are recommended.

Ownership Information

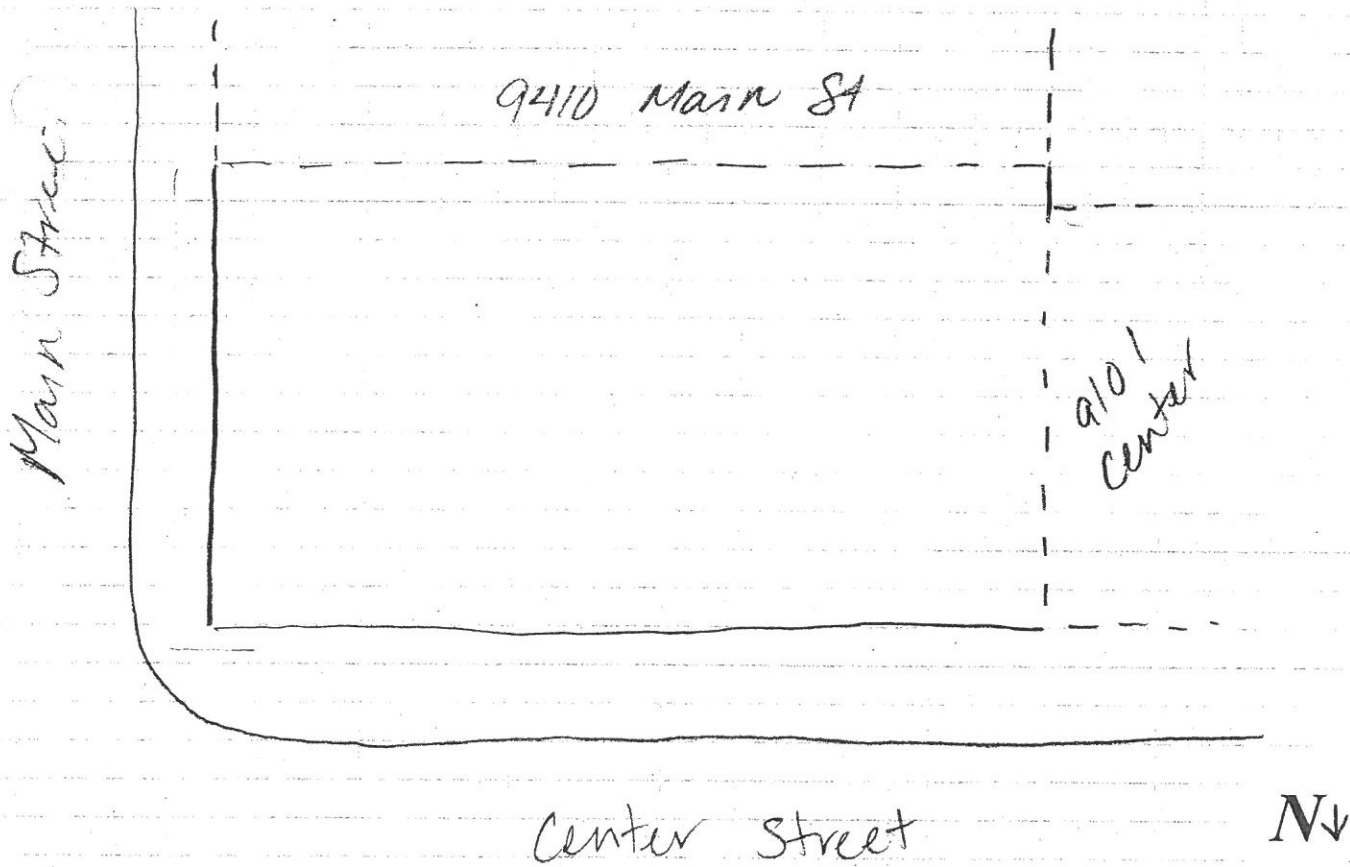
Hynson Building LLC

Graphic Media Documentation

Medium	Photo Roll	Negative Number	Photo Date
BW 35mm Photos	EHT 2	6-7	11/11/2005
Digital Photos	EHT 2	6-7	11/11/2005

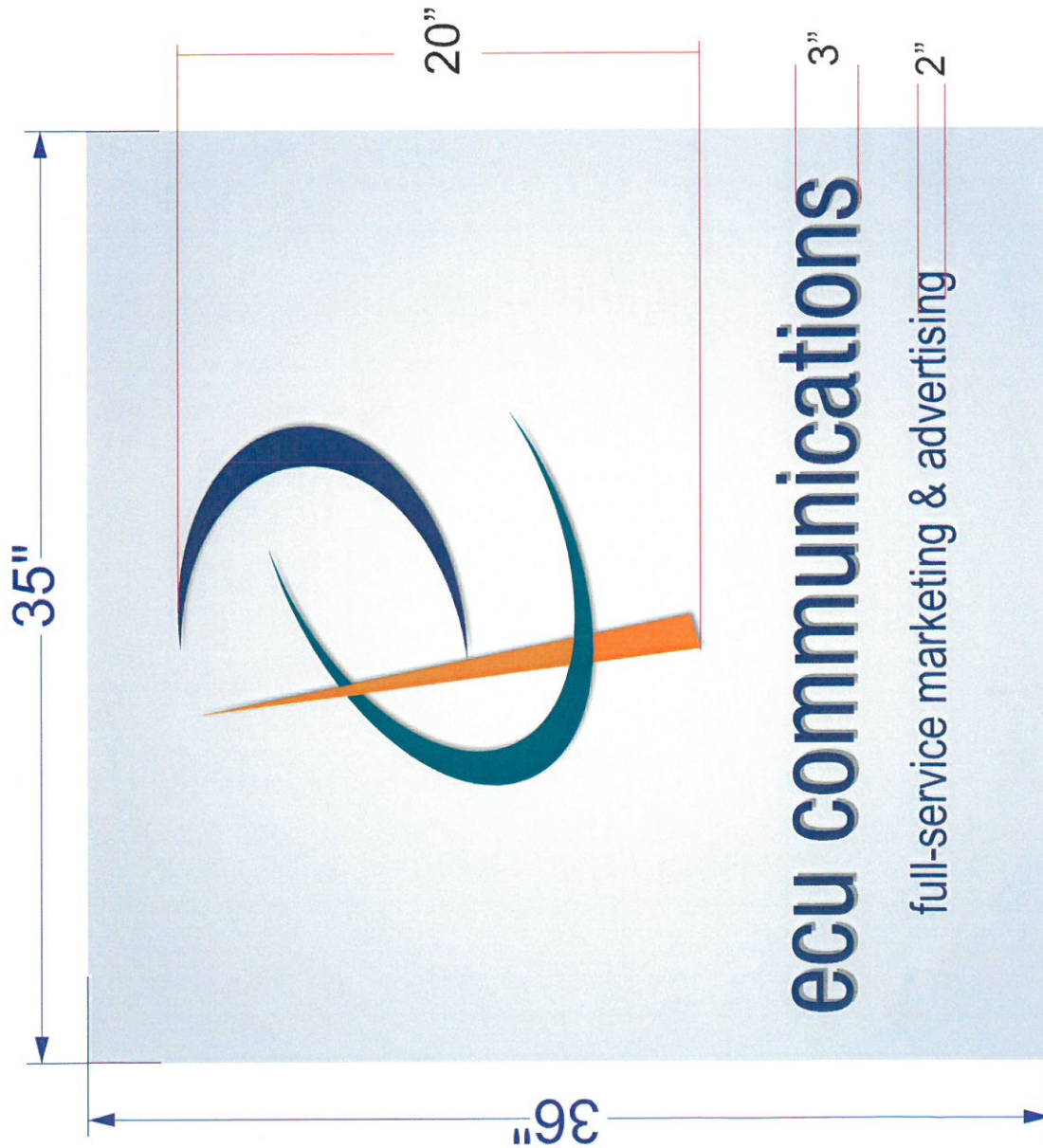
CRM Event

Reconnaissance Survey EJ: EHT Tracerics, Inc. August 7, 2005



I.D. # (s) 779568-1219 Address 9073 Center Street

ecu communications



Replacement of Blade Sign ECU Communications

Substrate: DiBoned 3mm

2 sided (separate sheet each side)
mounted on metal frame.

Size:
"

Height 36", Length 35

Sign Text: Full color digital printing with lamination
mounted on dibond 3mm. (weather proof)



Scale: 1"=1'

Prepared by: NMJ

7612 Stream Walk Ln. Manassas, VA 20109

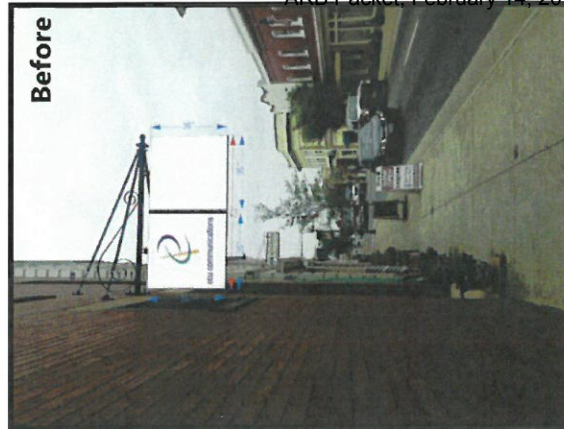
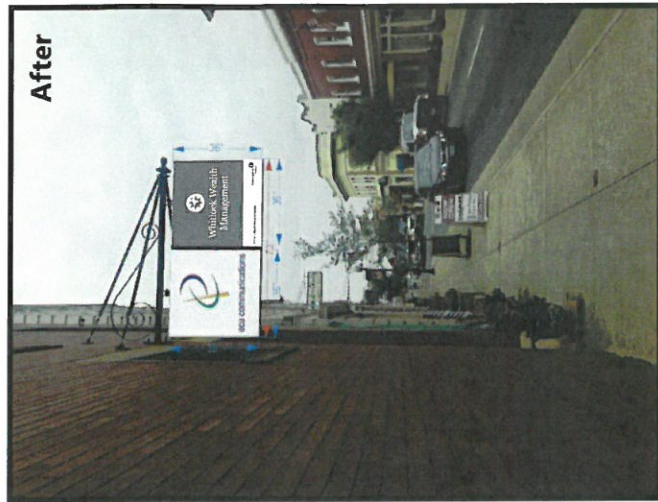
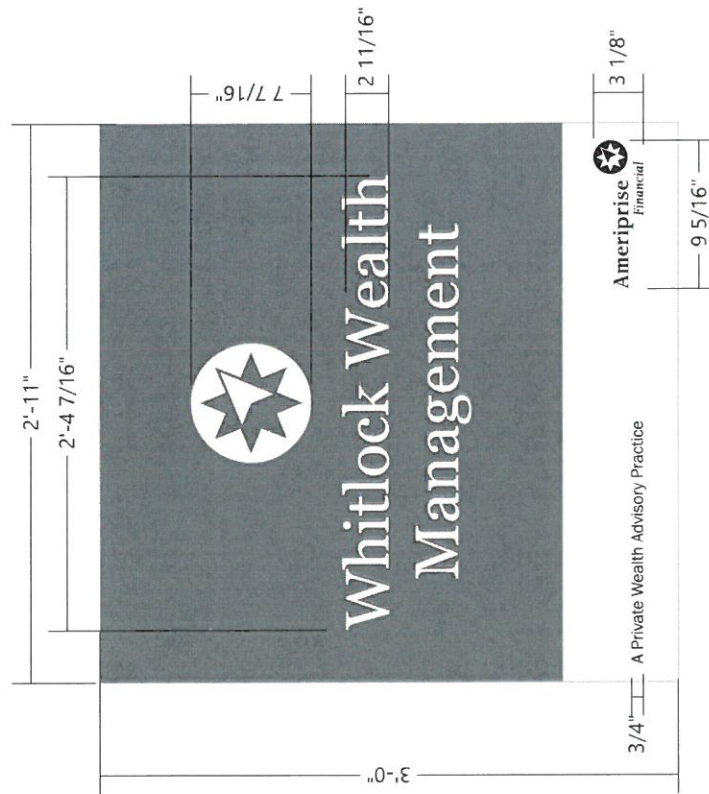
703-392-7446

www.FASTSIGNS.com/2002

S2

Replacement Face

For artwork purposes only.



Scale | 1" = 1'-0"



Revisions:			
X			
X			
X			
X			

File Location:	STND	X
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Date:	11-15-2016
Designer:	AS
PM:	TH

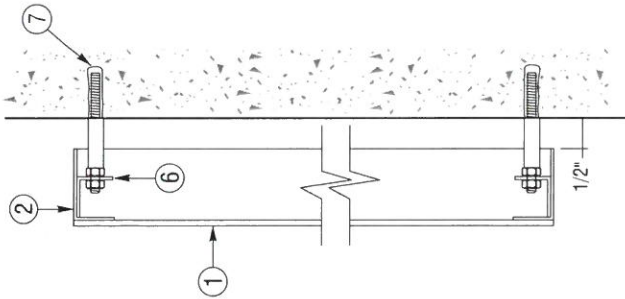
City/State:	Manassas VA
Address:	9073 Center Street

Drawing #	
Site Name	

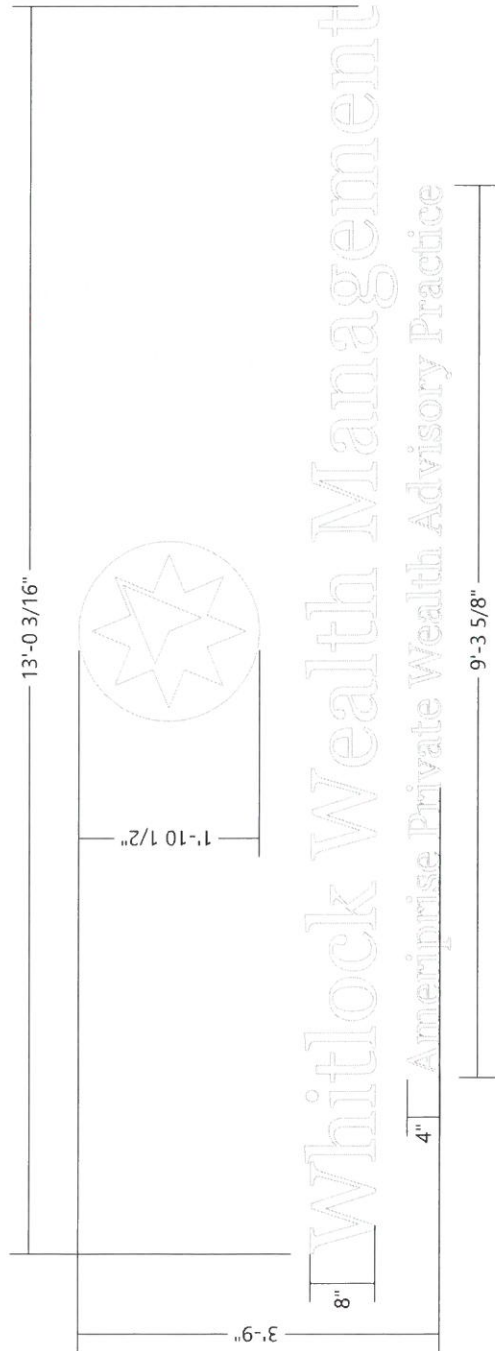
C50969	
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Custom Channel Letterset (Qty. 2)

Remove existing letterset. Patch and repair fascia. Install new channel letterset as shown. **Dimensions to be verified.**



- 1) .125" aluminum letter face, hydro-jet cut as shown. Use artwork provided by designer. Paint finish white, satin finish.
- 2) .090" aluminum letter return. Form as shown. Use artwork provided by designer. Paint finish white, satin finish.
- 3) Compass body to be 1/2" thick aluminum plate, hydro-jet cut. Paint finish white, satin finish. Attach to symbol face using studs.
- 4) Logo arrow to be 1/2" thick aluminum plate, hydro-jet cut. Paint finish white, satin finish. Attach to symbol face using studs.
- 5) .090" aluminum intermittent attachment clips as required.
- 6) 1/4" threaded rod as required for attachment of letters to wall. Double mount fasten threaded rod to attachment clip. Set letters at 1/2" stand-off from wall. Attach letters to wall with silicone caulk as required for secure fastening.



Scale | 1/2" = 1'-0"



Revisions:
X
X
X
X

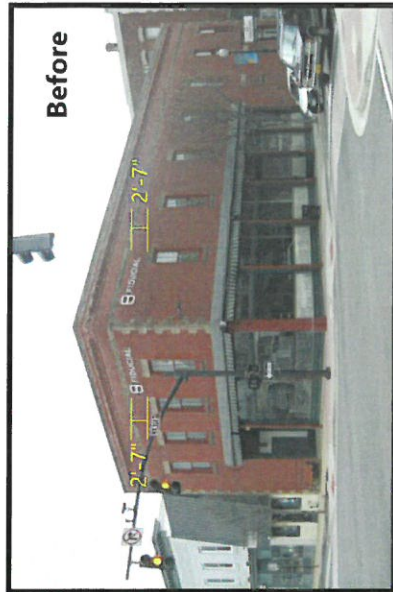
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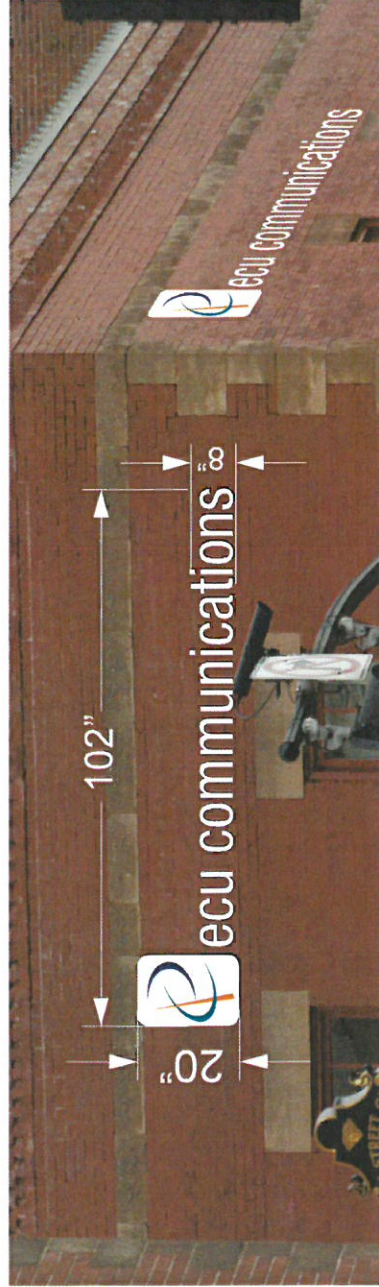
Date:	12-09-2016
Designer:	AS
PM:	TH

City/State:	Manassas VA
Address:	9073 Center Street

Drawing #	C50969
Site Name	



Replacement of existing sign letters



ECU Communications

Sign Specifications:

3D Letters made of PVC .50"

Height of Letter: 8"

Total length of sign: 102"

Color of Letter: White

Logo: will be on left side of sign

Installation: Stud mounting on bricks wall.

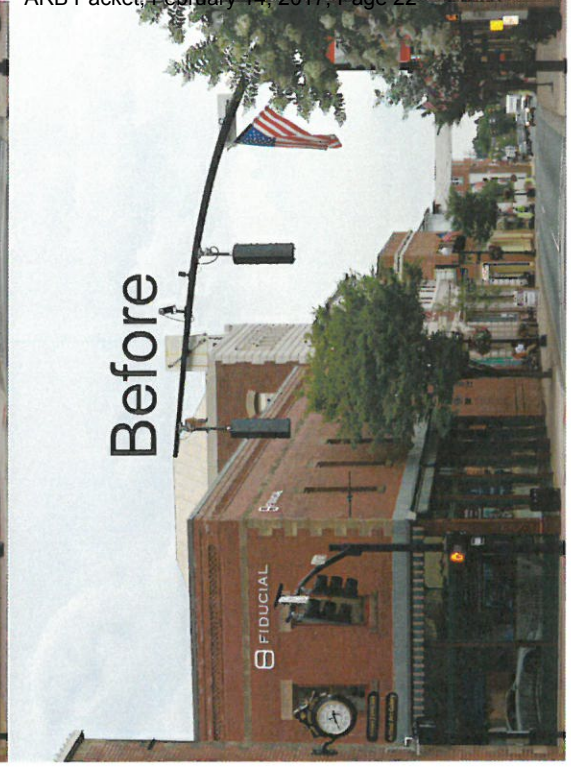
Scale: 1"=1'



7612 Stream Walk Ln. Manassas, VA 20109

703-392-7446

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Architectural Review Board

FY2016 ANNUAL REPORT

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Introduction

The City of Manassas Architectural Review Board has established procedures to review and process applications for Certificate of Appropriateness pursuant to Section 130-405 of the Code of Manassas and suggest regulations and boundary lines adjustment of existing and proposed Overlay Historic Districts in accordance with Section 130-402 of the Code of Manassas. This report details the actions reviewed by the Architectural Review Board in FY16 reporting period (July 1, 2015 to June 30, 2016) and outlines some actions to be undertaken in FY16.

Responsibilities

The Architectural Review Board offers advice to property owners and tenants on questions of historical preservation and restoration. The Board shall also cooperate with and enlist assistance from the Virginia Department of Historic Resources and the City Council to promote and preserve the historic structures within the overlay districts. The duties and responsibilities of the Architectural Review Board include:

- Issue or deny Certificate of Appropriateness for construction, reconstruction, substantial exterior alteration, and demolition or relocation within the Historic Overlay District.
- Assist and advise the City Council, the Planning Commission, other City departments and agencies, property owners and individuals in matters involving historic resources.
- Review and propose additional areas or structures to be included in or removed from an HOD or designated as a Historic Landmark.
- From time to time conduct, or cause to be conducted, a survey of historic resources.
- Upon request of the City Council, Planning Commission, or interested citizens, conduct studies deemed necessary to consider additional historic overlay districts, and means of preservation and utilization of historic assets in the City.
- Develop, adopt, and from time to time modify design guidelines for the City's historic overlay districts, to be considered by the ARB in granting or denying Certificates of Appropriateness.
- Cooperate with, and enlist assistance from, the Virginia Department of Historic Resources, the National Trust for Historic Preservation, and other interested parties, both public and private, in its efforts to preserve, restore, and conserve historic sites, landmarks, buildings, and structures within the City.

Activities

The Architectural Review Board's focus in FY16 was consistency with its decisions on all applications in accordance with the Historic District Design Guidelines and to preserve and protect the community's history and historic structures. During the period of this report, the Board held twelve (12) regular meetings, one (1) special meeting and one (1) worksession. The case activity is as follows:

- 40 cases came before the Board
 - 26 were approved as submitted
 - 3 were approved with staff recommendations
 - 5 were approved with modifications
 - 4 were denied
 - 2 were deferred
- 2 cases were administratively approved
- 4 carried over for FY2017
- 2 were appealed to City Council and remanded back to the ARB for reconsideration

In the five (5) cases that were approved with modifications, the Board diligently worked to meet the needs of the applicants under the Historic District Design Guidelines. While the majority of the applications that came before the Board continue to be for signs and minor structure modifications, the Board did review and approve an application for construction of a new single family dwelling.

The Board worked with staff to review and draft an update of the Historic Overlay District Zoning Ordinance, working to streamline the review process, update requirements and strengthen protections for the City's historic structures. In addition, the Board partnered with Historic Manassas, Inc. (HMI) to host a historic preservation training workshop for Board members and City residents.

A Look Ahead

In conclusion, the Board extends its appreciation to the Council for its continued support in the preservation of the City's historic districts and looks forward to a successful year in FY17. The Board remains committed to exercise its jurisdiction on all matters related to application of the guidelines in the Historic District. Through our mutual efforts, a distinctive appearance is sustained in the three historic districts which instills a personal pride within our residents and has a positive impact on tourism and commercial interest.

Additional Notes

The Community Development staff continued the annual mailing of the Historic District Notification postcards this fiscal year.

Membership

<u>Member</u>	<u>Term Expiration</u>
Debbie Haight**	June 30, 2018
Nancy Hersch Ingram	June 30, 2017
Daniel Morrison*	March 30, 2018
Fatima Pereira-Shepherd	June 30, 2018
William Rush	June 30, 2018
Tom Waters	June 30, 2017
Jan Alten (Alternate)***	June 30, 2017

Attendance Report

Board Members	Meetings	Present	Absent
Chairman Waters	13	12	1
Vice-Chairman Rush	13	13	0
Ms. Haight**	12	7	5
Ms. Ingram	13	11	2
Ms. Morrison*	1	1	0
Ms. Shepherd	13	9	4
Ms. Alten (Alternate)***	4	4	0
Ms. Haight**	1	0	1

*Daniel Morrison resigned from the Architectural Review Board on July 14, 2015.

** Debbie Haight was appointed as a full-time member on July 27, 2015, to fill an unexpired term left by Mr. Morrison.

***Jan Alten was appointed as an alternate member on February 8, 2016, to fill an unexpired term left by Ms. Haight.

Attachment

1. Architectural Review Board Case List

Board Members Biographies

J. THOMAS WATERS, CHAIRMAN

**TERM EXPIRES: JUNE 30, 2017
(Resigned September 2016)**

Mr. Waters has lived in Manassas for 22 years. During that time he has served on numerous committees primarily focused on land use issues. He has been a member of the ARB since 2003 and served as Chairman or Vice-Chairman most of those years. He also serves as the secretary for Historic Manassas, Inc. Mr. Waters is a retired Marine officer and Afghan war veteran and received numerous decorations and awards during his USMC career. He is an attorney for the Federal Aviation Administration (FAA) where he specializes in government contracts and has also received numerous awards and acknowledgements for his litigation skills.

WILLIAM S. RUSH, VICE-CHAIRMAN

TERM EXPIRES: JUNE 30, 2018

Mr. Rush was first appointed to the ARB in 2002. He was Vice-Chairman and later Chairman before his wife was assigned out of the Country. Upon their return, he again volunteered for and was appointed to the ARB in July 2014. He has resided in the City of Manassas since 2005 and has worked in the City since 1985. As a licensed Architect, Mr. Rush was Vice-President of the design department for Gregory Construction Company for more than twenty years. He now has a private practice working primarily with automobile dealerships in this area. Mr. Rush and his wife are active in the Bull Run Unitarian Universalist Church in Historic Manassas.

DEBBIE HAIGHT

TERM EXPIRES: JUNE 30, 2018

Ms. Haight was first appointed to the ARB in 2012 as an alternate member and was appointed as a regular member in 2015. She has been a resident of Manassas for over 50 years. She is married with two children and five grandchildren. She is Executive Director and CEO of Historic Manassas, Inc and has been in this position since 2009. Ms. Haight is also a board member and department treasurer for the Occoquan-Woodbridge-Lorton Volunteer Fire Department.

NANCY HERSCH INGRAM

TERM EXPIRES: JUNE 30, 2017

Mrs. Ingram was first appointed to the ARB upon its formation in 1987 and initially served until 1991, during which time she served as Vice-Chairman. She was reappointed to the ARB in 2004 and has served as a member continuously since then. During her initial tenure, she participated in the preparation of the Manassas Historic District Handbook, published in 1990, which formalized guidelines for the rehabilitation of structures and the design of new construction in Manassas historic districts. A Masters Degree in Fine Arts from American University, Washington D.C., informs her lifelong interest in architecture. She has directed the restoration of numerous historic

properties in Virginia and elsewhere in the United States and consulted on major historic estates in the U.S. and Europe. In Manassas, her historic C.E. Nash House (1905) was the first structure in the City to be restored in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties. The property was saved from demolition and restored in 1982, prior to the establishment of the ARB. With a lifelong commitment to the City, preserving its unique and historic sense of place remains a primary and ongoing interest of Ms. Hersch Ingram.

FATIMA PEREIRA-SHEPHERD**TERM EXPIRES: JUNE 30, 2018**

Mrs. Pereira-Shepherd was appointed to the ARB in 2009. She has been a resident of Manassas for over 38 years and has served in many volunteer positions throughout the community. She has been a licensed Realtor® in Virginia since 2004 and received her broker's license in 2010. She started her career with a competing local brokerage before joining Long & Foster in May 2011. At Long & Foster, Ms. Pereira-Shepherd excelled not only in real estate sales, she earned the position of sales manager at the company's Manassas office in August 2012. She then was given the additional responsibility of sales manager at Long & Foster's Gainesville office in June 2014. She was named as the managing broker of the Annandale office in March 2015. Ms. Pereira-Shepherd is a member of the Realtors® Association of Prince William (PWAR) and has served on its Board of Directors since 2011. She currently holds the position of vice president for the PWAR board, and she belongs to several of the association's committees. She has also held several leadership positions on the local and state level of the Women's Council of Realtors from 2010 to 2013. Ms. Pereira-Shepherd currently serves on several committees with the Virginia Association of Realtors and other charity organizations, and she was selected into the 2015 Virginia Leadership Academy.

JAN ALTEN**TERM EXPIRES: JUNE 30, 2017**

Mrs. Alten was appointed to the ARB as an alternate member in February 2016. She has been a resident of the City of Manassas since June 1977. She has long been involved with the City as a volunteer in several organizations and on City citizen committees looking for ways to improve the quality of life in Manassas. In 2015, Mrs. Alten retired and closed her successful business, The Opera House Gourmet, located in Historic Manassas. She served as judge for the Virginia Governor's Cup Wine Awards and the Eastern Seaboard Wine Competition for several years. The Opera House Gourmet won state-wide recognition twice when it was chosen as Virginia Wine Retailer of the Year. Mrs. Alten is currently on the Board of Directors at the Center for the Arts at the Candy Factory, The Manassas Ballet Theatre, and is a member of Manassas Historic Landmarks Preservation and the Old Town Business Association. In retirement, Mrs. Alten is a certified yoga teacher and a volunteer usher and supporter of the Hylton Performing Arts Center.

Sincerely,

J. Thomas Waters, Chairman

William Rush, Vice-Chairman

Debbie Haight

Nancy Hersch Ingram

Fatima Pereira-Shepherd

Jan Alten

ARB CASE LIST July 2015 – June 2016

ARB #	APPLICATION DATE	APPLICANT	ADDRESS	PROJECT/ PROPOSAL	ACTION/DATE
2014-14	12/27/2013	City of Manassas	9000 Quarry Road	Demolition of water tower	Denied 2/11/14 and City Council upheld ARB's decision 2/22/16
2014-46	12/23/2015	Messenger Place Addendum	9009 Church Street	Exterior specifications	Approved w/modificaiton 1/12/2016
2015-39	6/4/2015	Mackey's Restaurant	9214 Main Street	Install wood fence	Approved as submitted 7/14/2015
2015-40	6/26/2015	Homestead Realty	9214 Center Street	Signage	Approved as submitted 7/14/2015
2016-01	6/26/2015	Kathy Saylors	9314 West Street	Remove two sheds	Approved as submitted 7/14/2015
2016-02	7/24/2015	John C. Grimberg Co., Inc / Peter Grimberg	9257 Lee Avenue	Paint bldg, replace shingles/shutters	Approved as submitted 8/11/2015
2016-03	7/24/2015	Barbara Ghadban	9009 Grant Avenue	Replace garage doors/and top portion rails and pickets of front porch	Approved sas submitted 8/11/2015
2016-04	8/14/2015	Fulton Bank	9012 Church Street	Signage	Approved as submitted 9/8/2015
2016-05	8/19/2015	FreshSites	9029 Center Street	Signage	Approved as submitted 9/8/2015
2016-06	8/20/2015	Jirani Coffeehouse	9425 West Street	Signage	Approved as submitted 9/8/2015
2016-07	9/2/2015	Bikash Adhikari	9203 Douglas Street	Alterations	Approved as submitted 9/8/2015
2016-08	9/16/2015	Nicky's Hair & Nail Salon	9427 Main Street	Signage	Approved as submitted 10/13/2015
2016-09	9/25/2015	Kathy Saylors	9314 West Street	Replace windows and doors	Approved as submitted 10/13/2015
2016-10	10/2/2015	Nokesville Properties	9216 Portner Avenue	Install wood fence	Approved as submitted 10/13/2015
2016-11	10/20/2015	Alan Dalton	9318 Battel Street	Partial roof replacement	Adminstratively Approved
2016-12	10/22/2015	Michelle Frantz	9117 Center Street	Alley mural	Approved as submitted 10/27/2015

ARB CASE LIST July 2015 – June 2016

2016-13	10/27/2015	Emil & Ivelina Cheytanova	9520 Main Street	Replace windows and add shed	Approved as submitted 11/10/2015
2016-14	11/20/2015	Calico Jack's	9409 Battle Street	Signage	Approved as submitted 12/8/2015
2016-15	12/9/2015	Trinity Episcopal Church	9325 West Street	Replace windows	Administratively Approved
2016-16	12/21/2015	Manassas Junction Bed and Breakfast	9311 Prescott Avenue	Signage	Approved as recommended by staff 1/12/2016
2016-17	12/22/2015	James Downey	9514 Liberty Street	Demolition	Denied and appealed to City Council - remanded to ARB Denied 12/13/16 (FY2017)
2016-18	12/22/2015	James Downey	9512 Liberty Street	Demolition	Denied and appealed to City Council - remanded to ARB Denied 12/13/16 (FY2017)
2014-46	12/23/2015	Messenger Place Addendum	9009 Church Street	Exterior specifications	Approved w/modification 1/12/2016
2016-19	12/28/2015	Longevity Wellness Center & Spa/Rob Anderson	9366 Main Street	Signage	Approved w/modification 1/12/2016
2016-20	1/26/2016	Bassam Residence	9255 Bennett Drive	Pavilion and fence	Approved as submitted 2/9/2016
2016-21	1/27/2016	Battle & Church Street LLC	9403 Battle Street	Access ramp, wall, and fence replacement	Deferred fence / Denied wall painting July 12, 2016 Approved w/modifications 11/9/16 (FY2017)
2016-22	1/29/2016	TravelPlace Manassas	9121 Center Street	Signage	Approved as submitted 2/9/2016
2016-23	2/19/2016	REMAX/Weems LLC	9219 Center Street	Signage	Approved as submitted 3/8/2016
2016-24	2/24/2016	F&F Properties USA Inc	9325 Maple Avenue	New Construction	Denied (see ARB #2016-28)
2016-25	3/18/2016	Center Street Studios/Lesley Liang	9124 Center Street	Signage	Approved as submitted 4/12/2016
2016-26	3/25/2016	Van Amberg Residence	8804 Quarry Road	Fence	Approved w/modifications 4/12/2016
2016-27	3/25/2016	Madison Financial Strategies	9219 Center Street	Signage	Approved as submitted 4/12/2016

ARB CASE LIST July 2015 – June 2016

2016-28	4/8/2016	F&F Properties USA Inc	9325 Maple Avenue	New Construction	Approved w/modificaitons 5/10/2016
2016-29	4/18/2016	CJ Finz Raw Bar & Grille	9413 West Street	Signage	Approved as submitted 5/10/2016
2016-30	4/21/2016	Pollock Insurance Agency	9435 Main Street	Signage	Approved as submitted 5/10/2016
2016-31	4/27/2016	Aroma by M	9249 Center Street	Signage/Doors/Paint	Approved as submitted 5/10/2016 Amended and approved as submitted 7/12/2016 (FY2017)
2016-32	5/6/2016	NOVA Neurology Center	9303 Center Street, #200	Signage	Approved as recommended by staff 6/14/16
2016-33	5/4/2016	Robert & Victorine Latimer	9296 Main Street	Solar Panels	Approved as recommended by staff (3-2 vote) 6/14/16
2016-34	5/20/2016	ACQTEL Real Estate	9119 Church Street	Signage	Approved w/modifications 6/14/2016
2016-35	5/25/2016	Manassas Junction Bed and Breakfast	9311 Prescott Avenue	Porch Add/New Shed	Approved as submitted June 14, 2016
2016-36	6/29/2016	Alex Iszard	9314 West Street	Replace Windows	Approved as submitted 6/14/2016
2016-37	6/30/2016	Scott Pendleton	8801 Quarry Road	Additions to house	Worksession 7/12/2016 (FY2017) Approved w/modification 10/11/16 (FY2017)
2016-38	6/28/2016	Jitterbugs Ice Cream Café	9125 Center Street	Signage/Replace Windows	Carried over to FY2017 Approve signage on 7/12/2016 Deferred Windows