

WORK SESSION AGENDA

- I. Welcome** *Stephanie T. Reed, Mayor*
- II. Work Session Agenda Overview** *Wynter C. Benda, City Manager*
- III. Work Session Agenda Items** *Wynter C. Benda, City Manager*
 - III.1.** Fire Department Update
 - III.2.** Historic Preservation Overview
- IV. Business Item Briefing(s)**
 - IV.3.** Rezoning: B-4, Urban Commercial to B-5, General Business District – 602 Taylor Street & 1212 Park Avenue
 - IV.4.** Conditional Use Permit (CUP) - Hope Diamond Childcare Center - 805 15th Street
 - IV.5.** Riverfront Amphitheatre Update
 - IV.6.** City-Wide Youth Curfew
- V. Roll Call**
- VI. Closed Session**
 - VI.7.** Consideration of a closed meeting to discuss the City's participation in an Opioids Class Action Settlement concerning McKinsey & Company, Inc. and related entities, pursuant to Sections 2.2-3711(A)(7) and 2.2-3711(A)(8) of the Code of Virginia, 1950, as amended.

AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

Gregory Wormser, Fire Chief

AGENDA ITEM # III.1

Fire Department Update

RECOMMENDATION

For information only.

SUMMARY

Provide City Council with an update to Fire Department initiatives including; ISO, SAFER Grant, and general operational items.

PRIOR ACTION(S)

None

FISCAL IMPACT

None

CONTACT(S)

Gregory Wormser, Fire Chief

ATTACHMENT(S)

1. LFD Update

REVIEWED BY



Gregory Wormser, Fire Chief

Date: November 20, 2023



Mercedes Braun, Assistant to the City Manager

Date: November 21, 2023



Wynter Benda, City Manager

Date: November 21, 2023



Alicia Finney, Clerk of Council

Date: November 21, 2023



LYNCHBURG FIRE DEPARTMENT UPDATE

Tuesday, November 28, 2023



SUMMARY OF PROJECTS AND PROGRAMS

- Call Volume

- More than 19,000 calls in 2022
- 2023 YTD

- Fire

- New Thermal Imaging Cameras
- New Airpacks
- New training programs

- EMS

- Ultra-Sound
- Whole Blood
- ROSC Rate



ITEMS OF NOTE

- Turnout time
 - 53 seconds average
- Stations
 - CIP Projects
- Staffing
 - 33% increase in applications
 - 3 in an accelerated academy
 - 1 vacancy
 - 5 pending retirements



FLEET SUMMARY

- Fleet

- 2 new fire trucks
- 2 new ambulances
- Upcoming needs
 - Ladder truck
 - Engine
 - Heavy Rescue
 - Ambulances
- Challenges



INSURANCE SERVICES OFFICE (ISO)

ISO sets property insurance premiums for many insurance companies. The lower the ISO score the potential for better premiums for businesses and residents.



ISO SITE VISIT SUMMARY

- Overall score improved though we remain an ISO 2X
- Opportunities for Improvement
 - Apparatus
 - Staffing
 - Dispatch Center - Communications
- Positives
 - Resource allocation
 - Operations
 - Incident Management
 - International Accreditation



OPPORTUNITIES

- Invest in Emergency Fire Dispatching
- New Ladder Truck
- Staffing improvements
- Training
- Next site visit



FIRE STATION UPDATE & SAFER GRANT

- Staffing for Adequate Fire and Emergency Response (SAFER) Grant
 - Competition with other localities
 - More than \$5 billion dollars worth of requests
 - 177 awards totaling \$360 million dollars of available funding
 - Conversations and letters of support from United States Representatives
 - Contract with a grant writer



NEXT STEPS

- Agreements with Liberty University
- Meet with staff at FEMA
- Re-Apply in early Spring 2024
- Goal of opening the station in summer of 2025
- Continue to invest in staffing



QUESTIONS



AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

William Martin, Acting Community
Development Director

AGENDA ITEM # III.2

Historic Preservation Overview

RECOMMENDATION

Staff will provide an overview of Historic Preservation

SUMMARY

Historic Districts were first established in Lynchburg in 1976. Historic Districts are designated by City Council for local significance and contribution to the City's identity, character and historical legacy. Historic Preservation is important because it improves quality of life, protects property owners' investments, increases property values, promotes tourism and creates a sense of identity, character and community.

The City currently contains seven (7) local districts and twenty-two (22) individually designated properties. Any exterior modification to the exterior of a historic property must first obtain the approval of a Certificate of Appropriateness (COA) prior to the work commencing. Minor work can be approved administratively by city staff, while major work such as the construction, alteration or removal of features that affect the exterior architectural appearance require approval from the City's Historic Preservation Commission (HPC). In determining if an exterior modification is appropriate, the Historic Preservation Commission and city staff reference the *Lynchburg Residential Review Guidelines* or the *Lynchburg Commercial Review Guidelines*. These documents provide specific criteria where applicable and/or generally accepted preservation standards for appropriate rehabilitation work, new construction and demolition in designated historic districts.

PRIOR ACTION(S)

N/A

FISCAL IMPACT

N/A

CONTACT(S)

William Martin, Acting Community Development Director

ATTACHMENT(S)

1. Presentation

2. Residential Design Review Guidelines
3. Lynchburg Commercial Design Guidelines

REVIEWED BY

William Martin, Acting Community Development Director

Date: November 16, 2023



Kent White, Assistant City Manager

Date: November 20, 2023



Mercedes Braun, Assistant to the City Manager

Date: November 21, 2023



Wynter Benda, City Manager

Date: November 21, 2023



Alicia Finney, Clerk of Council

Date: November 21, 2023



HISTORIC PRESERVATION OVERVIEW

Tom Martin

Community Development

November 28, 2023



HISTORIC DISTRICTS

- 1976:
 - Historic District Ordinance Adopted
 - Established Board of Historic & Architectural Review, now the Historic Preservation Commission (HPC)



PURPOSE

- Protection and preservation of historic buildings, structures, places, archaeological sites and areas of historic interest
- Promote development and maintenance of appropriate settings and environment for such buildings, structures, places and areas
- Stabilize and improve property values in historic districts
- Encourage new buildings and developments that will be architecturally compatible with existing historic landmarks, buildings and structures
- Prevent the encroachment of additions or new buildings that are architecturally incongruous
- Promote historic preservation efforts and encourage the identification and nomination to National & State Registers



PURPOSE

- Provide an educational resource and to foster a sense of pride in our heritage for succeeding generations, that they may appreciate and understand the history of our culture.



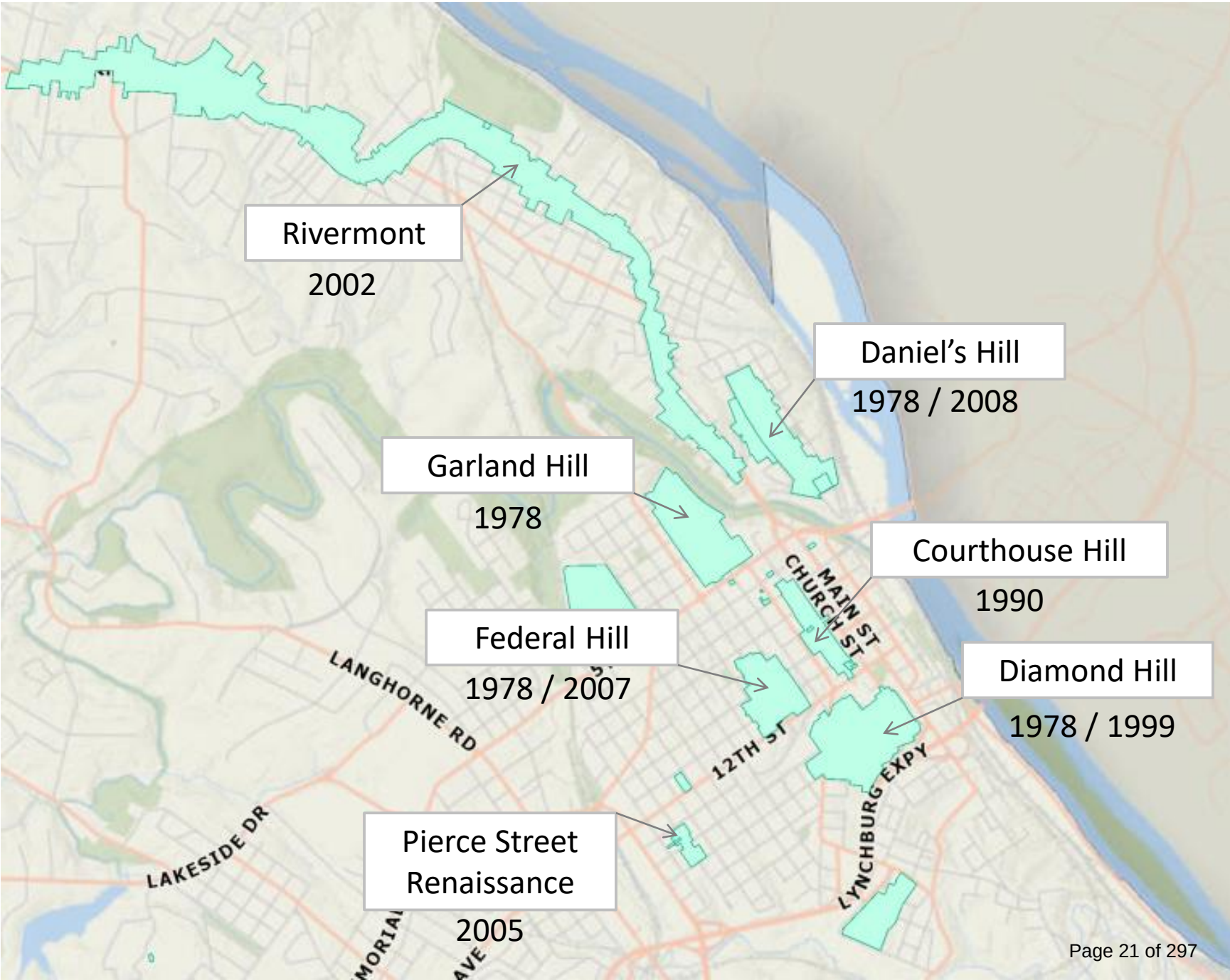
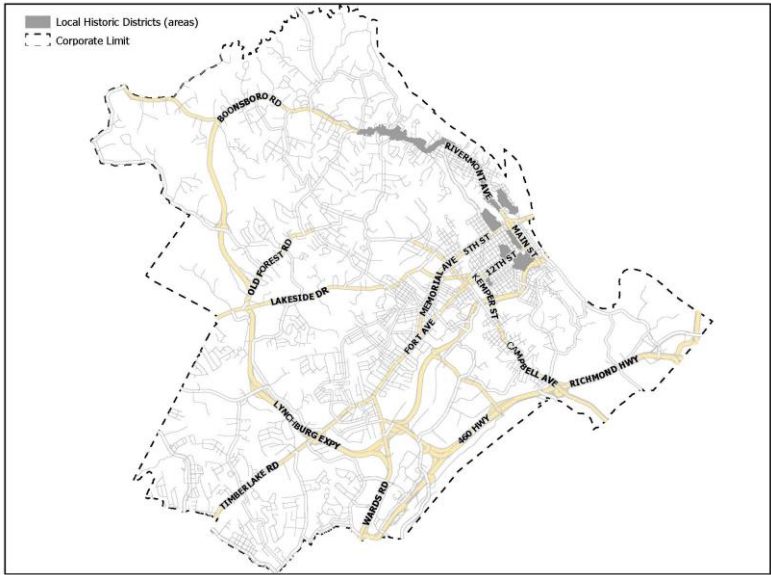
HISTORIC DISTRICT DESIGNATION

- HPC, Planning Commission, City Council or owner(s) may request consideration of a historic district
- Zoning overlay that may be a part or all of a neighborhood, site, or structure
- Protects buildings, structures, places, archaeological sites, and areas of interest
- Designated by City Council by Ordinance for local significance and contribution to the City's identity, character, and historic legacy



LOCAL DISTRICTS

- 357 ac or 1.1% of City



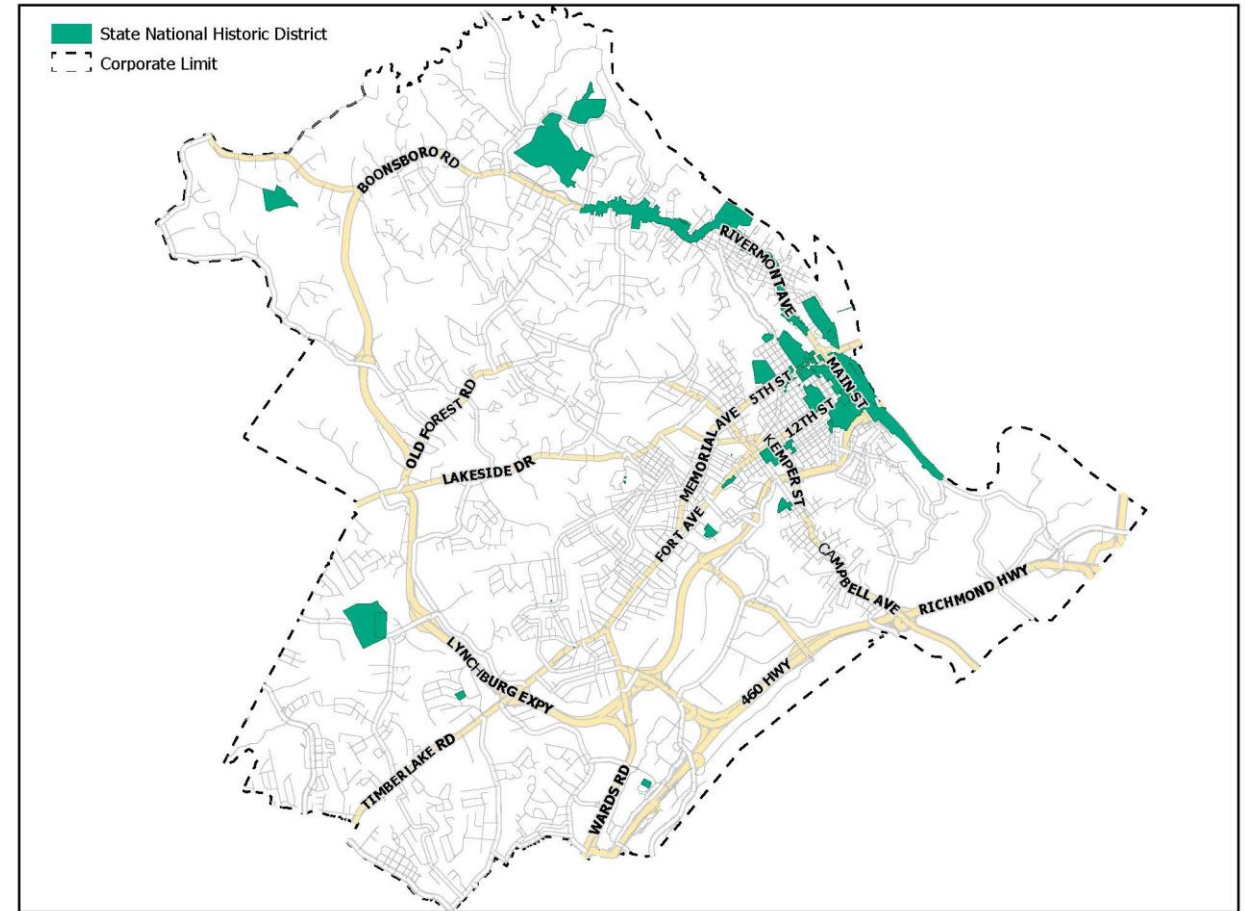
INDIVIDUALLY DESIGNATED PROPERTIES

- 62 ac or .2% of City



STATE & NATIONAL DISTRICTS

- Virginia Department of Historic Resources (DHR)
- National Park Service (NPS)
- Virginia Landmarks Register (VLR) & National Register of Historic Places
- Designated properties are eligible for State/Federal Tax Credit Programs



HISTORIC PRESERVATION COMMISSION (HPC)

- Appointed by City Council for a term of 3 years
 - At least 1 architect
 - 1 owner/resident of property in a historic district
 - 2 members who meet professional standards qualifications of NPS
- Administers Historic Districts Ordinance and provides assistance/guidance
 - Each district has an Advocate
- Meets on the 3rd Monday of every month
- Staff serves as Secretary to the Commission



COA – MAJOR V. MINOR WORK

Improvement	Category
Construction, alteration, demolition or removal of buildings that requires a demolition permit	Major Work
Construction, alteration, demolition, or removal of exterior features, any of which affect the exterior architectural appearance but do not require a building permit	Major Work
The construction, reconstruction, restoration, or alteration of signs, fences, or walls.	Major Work
Maintenance, including routine maintenance, such as, painting, porch repair, window/door repair, masonry repair of building components such as walls, chimneys, or foundations.	Minor Work
Replacing sections of siding or trim with same materials, re-roofing with the same materials.	Minor Work
Repainting in the same or different color scheme.	Minor Work
Addition or deletion of storm windows and doors, window gardens, awnings, or similar structures.	Minor Work
Addition or deletion skylights and solar collectors in locations not visible from a public street.	Minor Work
Interior work or landscape work that does not substantially alter the contour of a site or its historical character.	No Certificate of Appropriateness required



HISTORIC DISTRICT DESIGN GUIDELINES

RESIDENTIAL & COMMERCIAL

- Updated and revised in 2013 to incorporate new materials and additional districts
- Intent & Purpose: provide specific criteria and help owners understand the value and methods of preservation,
- Primary approach of guidelines is emphasis on preservation over complete remodeling
 - **repair what exists > replace in kind > replace with substitute materials**
- Concerned with all aspects of historic structures but especially facades visible from streets
 - Public views buildings from the street, front façade typically contains most defining features
- Follow the NPS guidelines, known as “Secretary of the Interior’s Standards for Rehabilitation”



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WINDOW REPLACEMENT: MATERIAL INFORMATION

- Guidelines recommend replacement in-kind and note that the use of vinyl windows is not generally acceptable
 - Vinyl has been approved in circumstances where vinyl windows were installed prior to the area becoming a historic district; if the size opening of the window did not change and the muntins matched, if the vinyl windows were custom-made to match the lights; if a structure is non-contributing
- Cellular PVC windows are not mentioned in the Guidelines but are approvable



109 CABELL STREET BEFORE & AFTER WINDOW REPLACEMENTS



Cellular PVC

HOW DO I KNOW I AM IN A HISTORIC DISTRICT?

- New owners are notified on a monthly basis
 - Letter
 - HPC Roster
 - HPC Meeting Dates / Deadlines
 - COA Application
 - Pamphlet



How do I locate contractors who are knowledgeable about historic preservation?
The HPC maintains a list of contractors who work with historic properties. Contact the secretary to the HPC to receive a copy of this list.

How can I obtain advice on my project prior to applying for a COA?

The seven members of the HPC each serve as advocates for an assigned neighborhood. Their contact information is available at www.lynchburgva.gov/historic-preservation-0. The HPC has architects, historians, engineers, and residents who have undertaken restoration projects and are happy to provide you with their advice. The secretary of the HPC is also available to discuss whether a project meets the Historic District Design Review Guidelines.

What happens if work has already begun without a COA?

Please contact the secretary of the HPC and apply for a COA to avoid zoning violations. If work continues without COA approval, you may risk a fine or have to alter the work that has been completed thus far.

QUESTIONS?

Please call: (434) 455-3900

ONLINE APPLICATIONS & FORMS

www.lynchburgva.gov/certificate-appropriateness-coa
or email: eve.mergenthaler@lynchburgva.gov



DEPARTMENT OF
COMMUNITY DEVELOPMENT
900 Church Street, Lynchburg, VA 24504



The City of Lynchburg has a rich historic legacy that enhances the community's identity and character while also contributing to the economic and cultural well-being of the overall community.

To protect this historic legacy, the City has a Historic Districts Ordinance that allows the designation of local historic districts and historic properties, and provides for the review of alterations affecting those designated areas. Property owners in locally designated historic districts are not able to tear down buildings or remodel them without any restraints. Property owners in return understand that by following certain guidelines, an owner's investment in his or her property will be protected and the entire historic area improved.

The Historic Districts Ordinance is administered by the Historic Preservation Commission (HPC) which is comprised of seven Lynchburg residents who have a knowledge of and interest in the preservation of the historic character of the City. The HPC appreciates the efforts and cooperation of historic district property owners and residents. Each HPC member is an advocate responsible for providing assistance to citizens of a particular historic district.

This brochure provides answers to the more frequently asked questions regarding historic districts. However, City staff is always happy to answer questions and concerns.

Feel free to call the Department of Community Development at (434) 455-3900, Monday through Friday, 8:30 a.m. - 5:00 p.m. or email Eve Mergenthaler, the HPC secretary, at eve.mergenthaler@lynchburgva.gov.

FREQUENTLY ASKED QUESTIONS

Where are the Historic Districts?

There are currently seven designated historic districts and a number of individually designated historic properties in Lynchburg. The historic districts are Court House Hill, Daniel's Hill, Diamond Hill, Garland Hill, Federal Hill, Pierce Street Renaissance, and Rivemont Avenue. Some of the historic properties include the Academy of Music Theater, the Samuel Miller House, Hopwood Hall at the University of Lynchburg, Fort Early, and Old City Cemetery. There are over 700 Lynchburg buildings on the National Register of Historic Places maintained by the Department of the Interior.

What is a Certificate of Appropriateness (COA)?

A COA is an approval document that is required for any exterior work to a property within a historic district. Landscaping, without any grading of the site, does not require a COA.

A COA is issued by the City when it is determined that the work proposed meets the Historic District Design Review Guidelines.

What are the Historic District Design Review Guidelines?

These guidelines contain specific criteria and generally accepted preservation standards for appropriate rehabilitation work, new construction, and demolition in Lynchburg's designated historic districts. These design guidelines assist property owners in preserving, maintaining, and enhancing the appearance of their historic properties; keeping up property values; and improving the livability of historic areas.



How is a COA obtained?

1) The property owner or the entity performing the work completes an application (available online at www.lynchburgva.gov/certificate-appropriateness-coa or obtains a hard copy by visiting the Department of Community Development located on the second floor of City Hall, 900 Church Street.)

• There is no fee for applying for a COA.

• If someone other than the property owner completes the application, the property owner must sign a Property Owner Authorization (POA) granting the person the right to do so.

2) The secretary to the HPC determines whether approval can be granted administratively or if the application needs to be reviewed by the Historic Preservation Commission. This staff member uses City Code Section 35.2-13.2 to make this determination. The following can be approved administratively within a few business days:

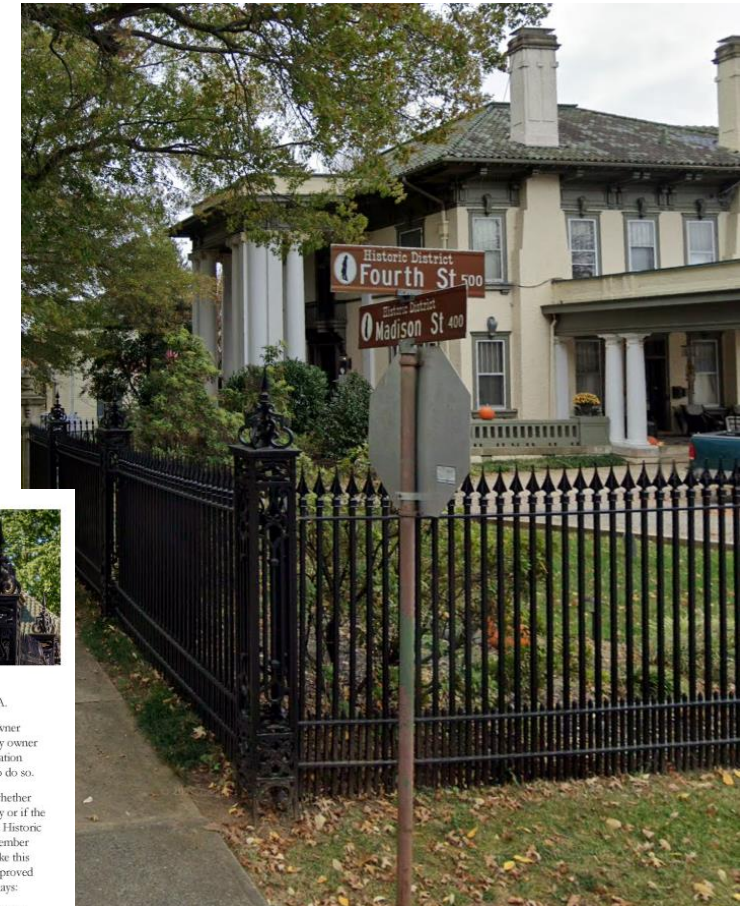
• Paint colors that meet the Historic District Design Review Guidelines.

• Addition or deletion of storm windows and doors, awnings, and similar structures.

• In-kind work with matching materials.

3) If approval from the HPC is required, the applicant or their representative should plan to attend the scheduled meeting to discuss their project with the HPC.

4) The applicant will be notified of COA approval or denial. A copy of approvals should be posted in a window on site while work is in progress.



2019 – 2023 COA'S & APPEALS TO CITY COUNCIL

YEAR	ADMIN APPROVED	HPC APPROVED	HPC DENIED	After the Fact COA	# OF DENIALS RESOLVED	WITHDRAWN
2019	84	53	3 (2%)	1	1	7
2020	72	50	5 (4%)	1	2	6
2021	57	56	2 (2%)	1	0	5
2022	60	61	6 (5%)	2	3.5	3
2023	62	55	4 (3%)	4	2	2

YEAR	# OF APPEALS	COUNCIL RESULT	ADDRESS & WORK
2019	0		
2020	1	HPC Denial Overturned, Appeal Approved	2144 Rivermont Ave - Fencing
2021	0		
2022	0		
2023	2	HPC Denials Upheld, Appeals Denied	210 Harrison St & 713 Pearl St Vinyl Windows & Other Work Without COAs



HISTORIC DISTRICT VALUES



WHY PRESERVE?

- Improves quality of life
- Supports taxpayers' investments
- Increases property values
- Creates jobs
- Promotes tourism
- Creates a sense of identity, character, and community
- Historic structures may last longer
- Programs to help promote preservation (tax credits)





**LYNCHBURG HISTORIC
DISTRICTS RESIDENTIAL
DESIGN REVIEW
GUIDELINES
LYNCHBURG, VIRGINIA**

**PREPARED FOR THE CITY OF
LYNCHBURG, VIRGINIA**

**THOMASON AND ASSOCIATES,
PRESERVATION PLANNERS,
NASHVILLE, TENNESSEE**

2007

Revised 2013



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I. INTRODUCTION

Historic preservation is a major factor in community and economic development of Virginia's towns and cities. A number of communities across the state have enacted historic district zoning, and historic preservation is now incorporated in many city and county planning efforts. The City of Lynchburg recognizes the importance of revitalizing historic residential areas of the city as part of its economic goals.

The City of Lynchburg initially enacted historic district legislation within its overall zoning ordinance in 1976, and established a Historic Preservation Commission to monitor exterior changes to existing buildings, new construction, and demolition within historic districts. The purpose of Lynchburg's historic zoning legislation is:

- ❖ To promote the public welfare through the creation of historic districts for the protection and preservation of historic buildings, structures, places, archaeological sites, and areas of historic interest;
- ❖ To stabilize and improve property values;
- ❖ To promote the development and maintenance of appropriate settings and environment for historic buildings and structures;
- ❖ To encourage new buildings and developments that will be architecturally compatible with existing historic buildings and structures;
- ❖ To prevent the encroachment of additions or new buildings and structures that are architecturally incongruous within the environs of the historic districts, and;
- ❖ To promote local historic preservation efforts and encourage the identification and nomination of qualified historic properties and districts to the National Register of Historic Places and the Virginia Landmarks Register.

To further the goals of historic preservation, Lynchburg adopted and printed "Residential Historic Districts Design Guidelines: Building on the History of Lynchburg," in 1986. These design guidelines contained standards for rehabilitation and new construction in four locally designated districts: Daniel's Hill, Diamond Hill, Federal Hill, and Garland Hill.

Since 1986, three additional locally designated districts have been approved: Court House Hill, Rivermont, and Pierce Street Renaissance. In 2006, the Historic Preservation Commission (HPC) recommended that the City's Design Review Guidelines be updated. This updating was deemed necessary in order to address properties in the three additional districts, to include information on new materials developed in the past twenty years and relevant to historic rehabilitation, and to more fully clarify and illustrate guideline recommendations. The revised design guidelines manual was completed following extensive discussions and meetings with the HPC, City Staff, property owners, and representatives of the Virginia Department of Historic Resources.

City of Lynchburg

City Council

Michael A. Gillette, Ph.D., Mayor, Ward I Representative
Ceasor T. Johnson, M.RE., D.D., Vice Mayor, Ward II Representative
Joan F. Foster, At Large Representative
Jeff S. Helgeson, MSFS, Ward III Representative
Hunsdon “H” Cary, III, At Large Representative
J. Randolph (Randy) Nelson, At Large Representative
Turner Perrow, Jr., Ward IV Representative

Historic Preservation Commission

Neil Bohnert, Chair
Jeffery W. Schneider, Vice-Chair
Richard Morris
Gary Harvey
Travis McDonald
Scott Smith
Kay Butterfield

Department of Community Development – Planning Division

Kent White, Director
Tom Martin, City Planner
Kevin Henry, Planner II and Secretary to the HPC
Robin Craig, Planning Technician

Project Consultants

Thomason and Associates
P.O. Box 121225
Nashville, TN 37212



The activity that is the subject of this publication has been financed in part with cost share funds from the Virginia General Assembly and the National Park Service, Department of the Interior, through the Virginia Department of Historic Resources. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names of commercial products constitute endorsement or recommendation by the Department of the Interior, or by the Virginia Department of Historic Resources.

Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127.

II. INTENT AND PURPOSE

The *Lynchburg Residential Design Review Guidelines Manual* is intended to provide specific criteria where applicable and/or generally accepted preservation standards for appropriate rehabilitation work, new construction, and demolition in Lynchburg's designated historic districts. Design guidelines assist property owners in maintaining and enhancing the appearance of their properties, keeping up property values, and improving the livability of historic areas. Design guidelines help property owners understand the value and methods of preserving and maintaining the essential character of their property and methods for preservation and appropriate maintenance. Property owners must not allow their buildings and structures to deteriorate by failing to provide ordinary maintenance and repair. Lynchburg's Historic Districts Ordinance requires that historic properties be maintained in accordance with established building codes and standards.

At the core of this process is the reinforcement of community. Property owners in a locally designated historic district give up their ability to tear down buildings or remodel them without any restraints. What is received in return is the understanding that by following certain guidelines, an owner's investment in his or her property will be protected and the entire historic area improved. Without locally designated historic districts and design guidelines, Lynchburg's appearance in ten or twenty years is uncertain. With locally designated historic districts and guidelines there is a clear commitment, purpose, and blueprint as to how the community will evolve in the 21st century.

WHY PRESERVE?

Historic preservation is beneficial to Lynchburg for a number of reasons.

Historic Preservation Promotes Quality of Life

Quality of life is becoming the critical ingredient in economic development, and historic preservation is an important part of this equation. Consider:

- More than any other man-made element, historic buildings differentiate one community from all others. Lynchburg is known for the quality and quantity of its historic residential architecture.
- Many quality of life activities—museums, theaters, and libraries—are located in historic buildings.
- The quality of historic buildings and the quality of their preservation says much about a community's self-image. A community's commitment to itself is a prerequisite for nearly all quality-of-life elements.
- Any community can duplicate a community's water lines, industrial park, shopping mall, or tax rate. No community can duplicate another's historic resources.

Historic Buildings Often Last Longer Than New Ones

The life expectancy of rehabilitated historic buildings may well be longer than that of new structures. Many buildings constructed thirty to forty years ago are of insufficient quality to justify their rehabilitation. Many buildings constructed today will also pose rehab problems in a few decades. The life expectancy of pre-1960 buildings is generally greater than those built in recent decades.



Lynchburg is known for the quality of its historic resources (1007 Court Street).

Historic Preservation Supports Taxpayers' Investments

Allowing downtown and inner-city neighborhoods to decline is financially irresponsible. Lynchburg has made a huge investment in infrastructure such as sidewalks, lights, water and sewer lines, telephone and electrical lines, gutters and curbs, and roads and streets. If this infrastructure is underutilized it wastes taxpayer's dollars. Reusing historic buildings means reusing existing public infrastructure. Commitment to revitalization and reuse of historic neighborhoods may be the most effective act of fiscal responsibility a local government can make.

ECONOMIC BENEFITS OF HISTORIC PRESERVATION

In addition to enhancing the surrounding physical environment, how can the rehabilitation and preservation of older buildings help Lynchburg? Numerous studies conducted over the past decade have demonstrated that historic preservation is an economically sound, fiscally responsible, and cost-effective strategy that produces visible and measurable economic benefits to communities.



Rehabilitation generally creates more jobs per project than new construction.

Historic Preservation Creates Jobs

Rehabilitation and revitalization projects create thousands of construction jobs annually, and **historic preservation creates more jobs than new construction**. Rehabilitation projects are more labor intensive than new construction. In new construction generally half of all expenditures are for labor and half are for materials. In a typical historic rehabilitation project, between 60 and 70 percent of the total cost goes toward labor, which has a beneficial ripple effect throughout the local economy. Labor for preservation projects – carpenters, electricians, plumbers, sheet metal workers, painters – is nearly always hired locally. And local wages are spent locally. In addition to construction, historic preservation also generates jobs for architects, accountants, attorneys, engineers, preservationists, real estate brokers, and others. Also, the materials used in preservation projects are much more likely to be purchased locally, whereas materials for new construction are often purchased elsewhere.

Historic Preservation Increases Property Values

Studies across the country have shown that property values in designated National Register or local historic districts either stabilize or increase. Many times these increases are greater than surrounding neighborhoods which may have similar architecture but do not have protective overlays. In Lynchburg, studies of the city's historic overlay districts from the early 1970s to 1999 showed a substantial increase in property values and this appreciation was greater than in adjacent non-historic areas. In Staunton, Virginia, a 1996 study found that residential properties in the city's historic districts appreciated at a greater rate than properties outside historic districts. Similarly, a 2002 study of historic districts in Alabama found that historic designation had a positive and substantial impact on the value of properties located in districts in communities such as Montgomery, Decatur and Birmingham. The rate of appreciation in these areas was often twice as much as in similar areas lacking overlay districts. A 2000 study in South Carolina also focused on sales prices in ten cities in the state. Houses in historic districts in these communities were worth anywhere from 11% to 36% more than houses of the same age and square footage outside the districts. Nationwide, studies are consistent in illustrating that historic overlays benefit owners through higher property values and house sales.

Historic Preservation Benefits the City

- ❑ Lynchburg has recognized that revitalizing its historic areas increases its tax base, assists in economic development, and is fiscally responsible. Design guidelines provide practical assistance and direction to assure that improvements are compatible with the goals and desires of property owners and the city.
- ❑ The incremental value of neighborhood and historic commercial rehabilitation efforts can be important to economic development. Because neighborhood improvements are completed gradually, their cumulative effect is often not as well recognized. The overall impact of revitalization efforts can be measured not only in rising property values but also in its contribution to the city's quality of life and ability to attract new businesses.
- ❑ The revitalization of older neighborhoods is of greater economic benefit to a city than is the continuation of suburban development. Low-density development is much more costly than is compact development due to the required expenditure on roads, sewers, and public services. The older residential areas of Lynchburg already possess an efficient infrastructure with existing sidewalks, streets, sewer lines, and street lights. Through appropriate rehabilitation of existing buildings and compatible new construction, the city's older areas contribute to a fiscally responsible approach to Lynchburg's economic development.
- ❑ Historic architecture attracts visitors to cities. Heritage tourism, or tourism which focuses on historic areas and sites, is one of the rapidly growing segments of the tourism industry. The quality and quantity of the historic architecture in Lynchburg provides opportunities to enhance tourism in the city. Design guidelines encourage historic rehabilitation that is authentic and reinforce historic neighborhood character making them attractive to tourists.

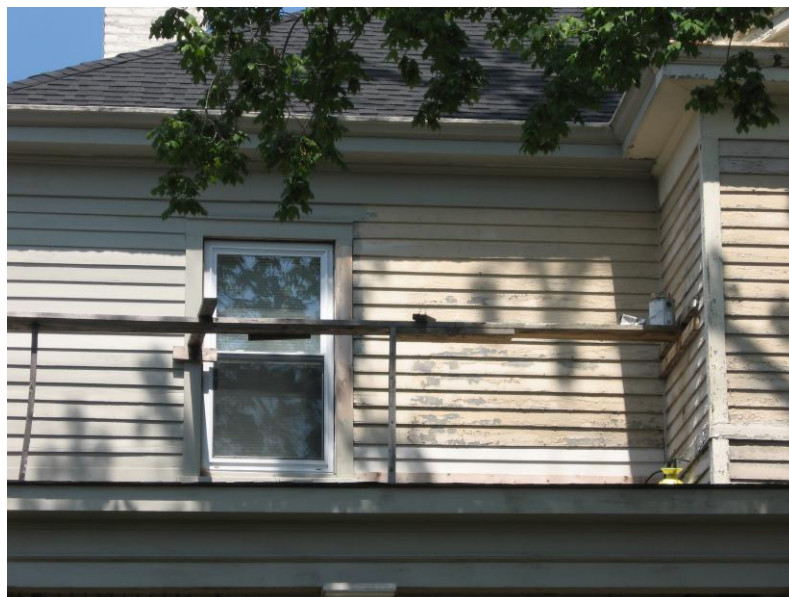
Historic Preservation Benefits Property Owners

- ❑ Houses often represent an individual's largest economic asset and property owners all want this asset to improve in value. Historic district designation and the use of design review guidelines help to ensure that investment in an historic area will be protected - protected from inappropriate new construction, misguided remodeling, or demolition. Historic designation and design review benefit not only existing residents of the neighborhood but also attract new buyers since they know their investment will be protected.
- ❑ Locally designated districts protect the composite or overall economic value of an historic area. Every building or parcel in an historic area is influenced by the actions of its neighbors. Every decision one property owner makes has an impact on the property values of another. Design guidelines provide a level playing field for all property owners because they apply equally to everyone in an historic area. Through this approach all property owners' rights are protected from the adverse economic impact which could result from the actions of another.
- ❑ Lynchburg has six residential districts that are listed on the National Register of Historic Places: Daniel's Hill, Diamond Hill, Federal Hill, Garland Hill, Rivermont, and Court House Hill. The majority of buildings in these districts are included as

contributing to the district's architectural and historical character. This makes income-producing properties eligible for the 20% federal historic tax credit and 25% state historic credit if substantially rehabilitated. Income-producing are those owner-occupied, or private buildings used for residential rental, offices, or commercial use. In addition, residential properties are also eligible for the 25% state historic tax credit. Properties must be rehabilitated in accordance with the design guidelines included in this manual and the work must be coordinated with the Virginia Department of Historic Resources. Appendix H contains additional information on the federal and state tax credits.



Properties that are substantially rehabilitated may qualify for a 20% federal tax credit, 25% state tax credit or both.



The City of Lynchburg also provides incentives to property owners for rehabilitation projects.

III. A BRIEF HISTORY OF LYNCHBURG'S RESIDENTIAL DISTRICTS

Lynchburg began as a small settlement along the James River in the mid-eighteenth century when Quaker merchant John Lynch established a ferry at the site in 1757. The area served as a port for the nearby town of New London, which had been established as the seat of Bedford County in 1851. Lynch's Ferry served as a shipping point for lead from area mines during the Revolutionary War. During the late eighteenth century, the settlement emerged as an important trade center for the region's growing tobacco industry, and bateaux boats loaded with tobacco plied the James River to Richmond. In 1785, John Lynch established an official tobacco inspection station at Lynch's Ferry, one of the first such stations west of the Tidewater, and the site had expanded to also include a tavern and mill. Lynch recognized the opportunity to establish a town on the hill overlooking the ferry site, and in 1786 the Virginia General Assembly granted a charter for the town of Lynchburg.

John Lynch provided forty-five acres of land on which to establish the town of Lynchburg. The town was laid out into seventy-two lots bounded by present-day Commerce, Clay, 6th and 12th Streets. By 1791 all of the town lots were sold, several houses had been built, and around fourteen stores had been established. Lynchburg grew slowly during the remainder of the eighteenth century and reached a population of 500 by 1800. The town incorporated in 1805, at which time the boundaries were increased to include additional lots and land south of Court Street. The town's first courthouse was erected in 1813 at the juncture of what is now Ninth Street and Court House Hill.

Lynchburg thrived during the early nineteenth century as the town grew into an important regional trading and shipping center. Tobacco production remained the leading industry, and the waterfront region continued to develop as a significant shipping and manufacturing area. Commercial development primarily occurred along Main Street with houses appearing along Church, Court, and Clay Streets. Churches of varying denominations appeared along Church and Main Streets. Lynchburg's rising prosperity brought substantial growth in population, which reached 3,087 by 1816 and 4,628 by 1830.

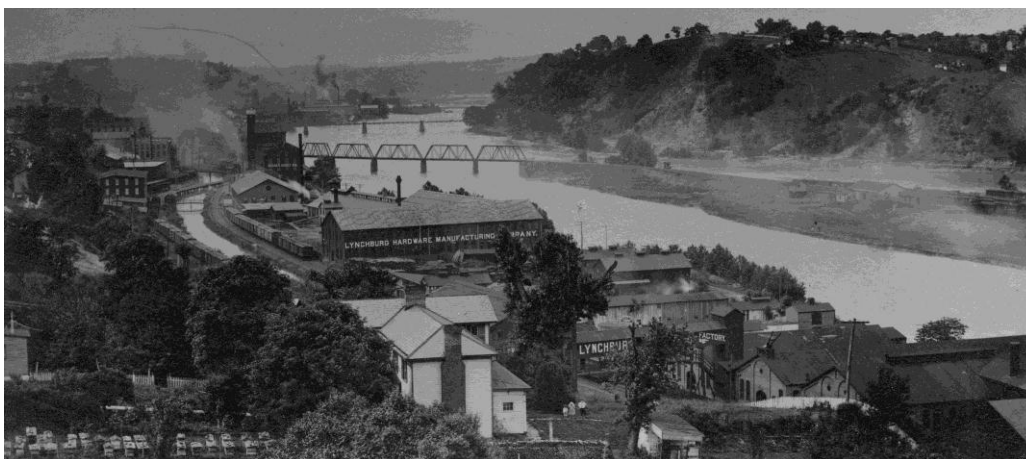
The 1840s and 1850s were a period of increased wealth and growth in Lynchburg. The completion of the James River and Kanawha Canal from Richmond to Lynchburg in 1840 improved river traffic and brought additional commerce and industry to the town. Transportation was further enhanced by the coming of railroads beginning with the Virginia and Tennessee line completed in 1849, followed by the Southside and the Orange and Alexandria Railroads by 1860. The availability of these major transportation systems attracted manufacturers and heightened Lynchburg's role as a warehouse distribution center.

An influx of workers arrived to build and operate the canal and railroads as well as the industries they supported, and by 1850 Lynchburg's population had soared to over 8,000. The town boasted thirteen hotels, five tobacco warehouses, thirty-six tobacco factories, eight stemmeries, three flour mills, one cotton mill, various iron foundries, and about fifty dry good and grocery stores. Fifteen doctors and twenty-three lawyers also

practiced in the city. Lynchburg incorporated as a municipality in 1848, and in 1851 the present Greek Revival style courthouse was constructed on the site of the original 1813 building.

As Lynchburg's population rose, several residential areas began to form outside the city limits, many along the prominent hills surrounding the town. These included Daniel's Hill, Diamond Hill, Garland Hill and College Hill. Many of these areas were at least partially laid out with some development underway during the antebellum years. Some of the earliest development occurred north and northwest of the town limits in the Daniel's Hill and Garland Hill areas, both of which began to emerge as suburban residential neighborhoods in the 1840s.

The Daniel's Hill area evolved from the original property of Dr. George Cabell, Sr., who built Point of Honor, a large Federal style home overlooking Lynchburg and the James River, around 1815. Judge William Daniel, Jr. later owned the property, and the neighborhood that developed here came to acquire the Daniel name. To the west, the Garland Hill neighborhood also began to take shape. A cousin of town founder John Lynch, Celine Dupuy, owned twenty acres of land on this hillside and in 1845 subdivided fourteen acres of the property into one-acre lots. The neighborhood takes its name from Samuel Garland, Sr., who constructed the first house in the area at 215 Madison Street. South of the downtown area, Diamond Hill was also experiencing some initial residential development. Property owner Henry Davis subdivided the land in this section for sale of individual parcels some time prior to his death in 1863.



View of the Lower Basin and James River from Diamond Hill, ca. 1900, (Photo courtesy of the Lynchburg Museum.

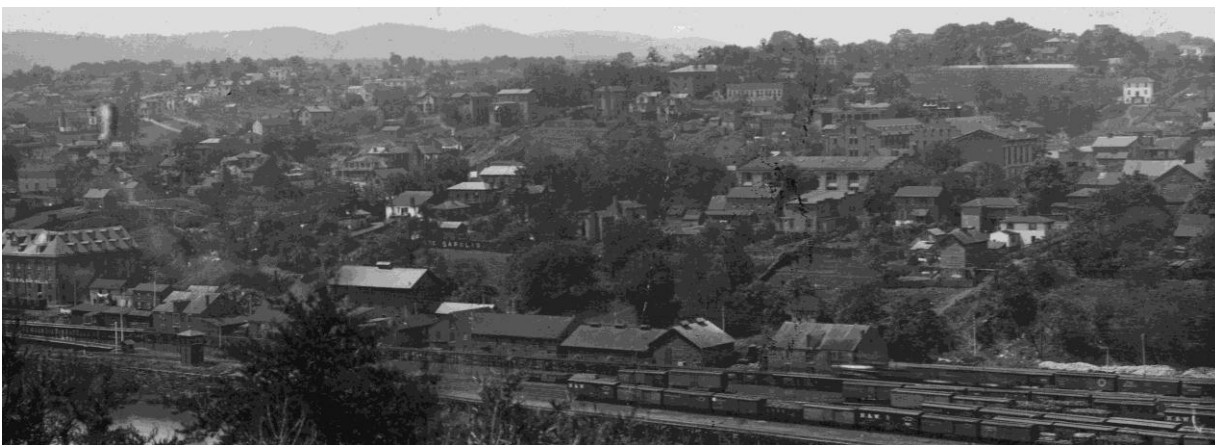
Initial dwellings built in these neighborhoods reflected fashionable architectural styles of the period such as Federal, Greek Revival, Gothic Revival, and Italianate. Large, high style homes lined the main corridors of the neighborhoods such as Cabell and Madison Streets, while more modest, vernacular style homes tended to appear alongside avenues.

Growth and development in Lynchburg came to a halt during the Civil War. The city's important transportation networks of railroads and the canal made it a significant supply center during the conflict, and its large tobacco warehouses served as either training

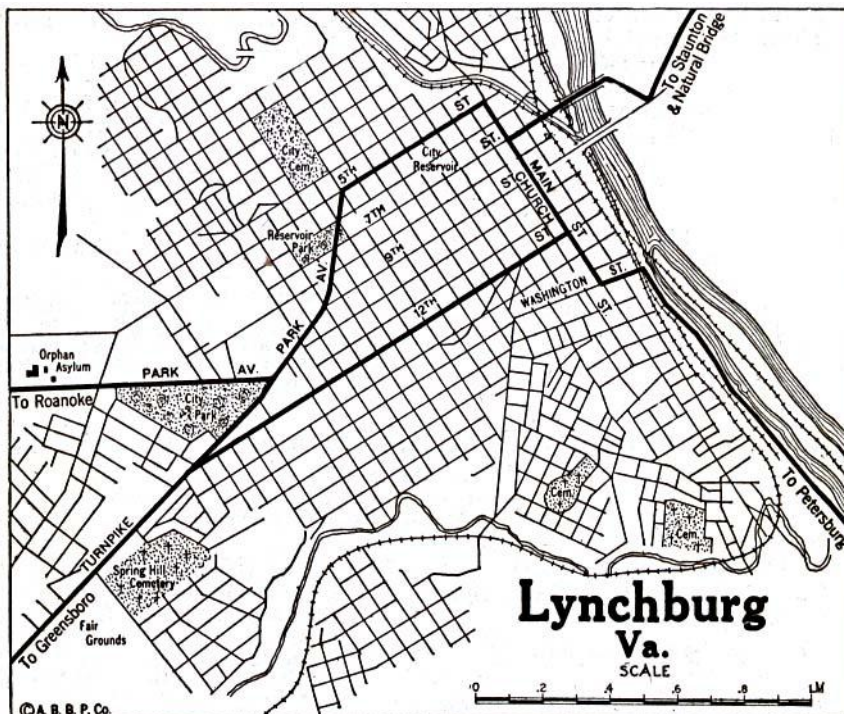
facilities or hospitals. Troops encamped on Diamond Hill at Fort Davis, the Fair Grounds, and the campus of Lynchburg College on College Hill. Lynchburg did not suffer the heavy destruction that many Virginia cities and towns experienced, but it did undergo a significant battle in June 1864 as Confederate troops commanded by General Jubal Early successfully defended the city against a Union assault. The railroads played a crucial role in the battle in what was a deceptive maneuver. Confederates conducted a series of train movements on several tracks to give the impression that a steady stream of reinforcements were arriving. Believing they were facing a larger Confederate force, Union troops withdrew.

Lynchburg quickly rebounded after the Civil War. The decades of the late nineteenth and early twentieth centuries were a period of rapid growth and mounting prosperity for the city. Industry in the area remained strong and began to be more diversified with a variety of warehouses and manufacturers in addition to the tobacco trade. This new surge in production created numerous jobs, spurred commercial development, and generated a number of wealthy industrialists, merchants, bankers, and developers.

In 1870, Lynchburg annexed five neighborhoods that had been forming on the hills outside the city limits. Among them were Daniel's Hill, Garland Hill, and Diamond Hill. The annexation increased the city's population to just over 12,000. Many of the city's most prominent industrial, professional and business leaders settled in these areas including owners and managers of local factories, physicians, attorneys, and merchants. Soon a variety of large Queen Anne, Georgian Revival, and Colonial Revival style dwellings joined the earlier houses in these districts. A number of improvements were also made at this time such as the paving of streets, construction of sidewalks, and the installation of sewers.



Lynchburg's "Hill" neighborhoods ca. 1890 from the James River, (Photo courtesy of the Lynchburg Museum).



This period of rapid growth resulted in a speculative boom in real estate during the late nineteenth century and a number of land development companies formed in the region. One such company, the Rivermont Land Company, purchased and developed several thousand acres northwest of the city as a planned residential community in 1890. In order to attract buyers, the company platted large lots, incorporated green spaces and playgrounds into its design, and developed a streetcar system to provide easy transportation to and from the downtown area. The Rivermont area quickly developed as the area drew a number of middle- and upper-class families. The Rivermont area continued to evolve in the 1910s and 1920s as schools, churches, a library, and commercial buildings were built, and in 1924 the Virginia Baptist Hospital completed its first building in the community.

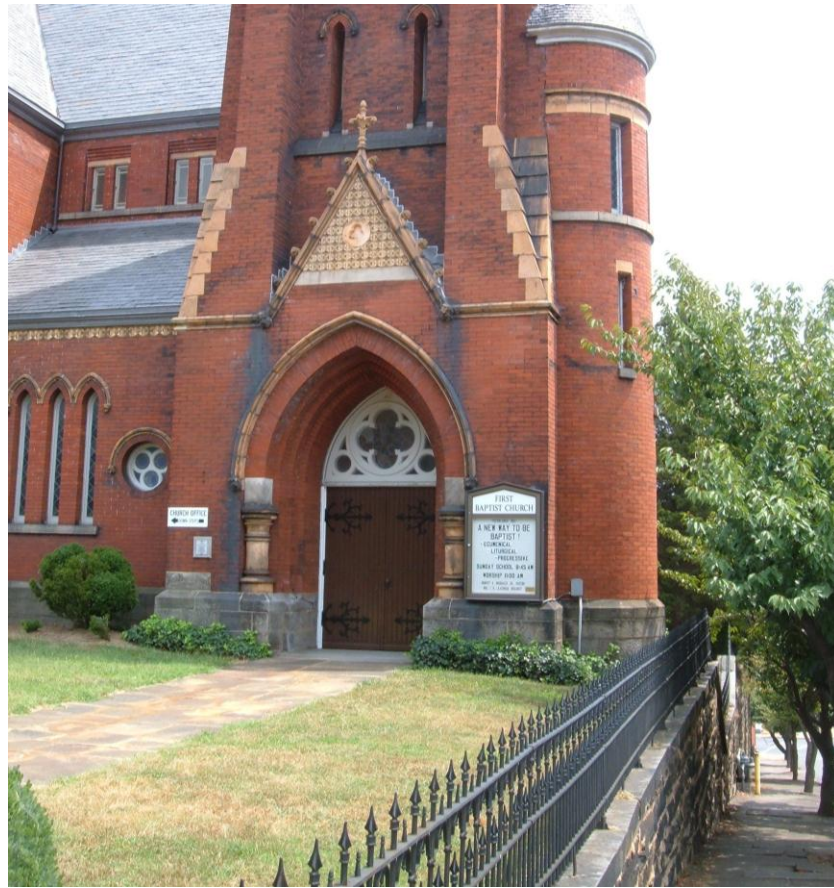
Lynchburg's population continued to rise and reached 30,000 in 1920. Additional annexation of outlying areas during the following two decades resulted in a population of 44,541 in 1940. Lynchburg continued to develop during the late twentieth century with a diversified economy, and has a current population of approximately 76,000 (2010). During the mid-1950s the establishment of a General Electric plant and a nuclear technology plant resulted in an influx of new residents, which resulted in additional housing development throughout the city. The development of modern highways and changing commercial trends shifted a focus away from the traditional core of the city to the surrounding suburbs.

Lynchburg's past has provided its residents with a unique history and character that is made evident in its historic buildings. By preserving its historic structures, Lynchburg ensures that its history will remain a significant part of its present and future.

Lynchburg's Locally Designated Properties

Within the city limits of Lynchburg are six National Register-listed residential neighborhoods which are also locally designated districts: Daniel's Hill, Garland Hill, Federal Hill, Diamond Hill, Court House Hill, and Rivermont. A seventh area, the Pierce Street Renaissance Historic District meets National Register criteria but has not been officially listed. In addition to the districts, there are also seventeen locally designated individual properties. These include:

- 1) Academy of Music, 600 Main Street
- 2) Western Hotel, 600 5th Street
- 3) Carter Glass House, 605 Clay Street
- 4) Quaker Meeting House (South River), 5810 Fort Avenue
- 5) Old City Cemetery, Taylor and 4th Streets
- 6) Miller Park Aviary (in Miller Park), 2100 Park Avenue
- 7) Hopwood Hall (in Lynchburg College Campus), off Lakeside Drive
- 8) Court Street Baptist Church, 523 Court Street
- 9) St. Paul's Episcopal Church, 611-613 Clay Street
- 10) College Hill Baptist Church, 1101 Floyd Street
- 11) Samuel Miller House, 1433 Nelson Drive
- 12) Fort Early, 3511 Memorial Avenue
- 13) Presbyterian Cemetery, off Grace Street
- 14) Grove Park, Lot 5, 3561 Fort Avenue
- 15) Sandusky, 757 Sandusky Drive
- 16) Locust Thicket, 2627 Old Forest Road
- 17) Virginia University of Lynchburg, 2058 Garfield Avenue



First Baptist Church, one of the City's individually designated landmarks, was later incorporated into Court House Hill Historic District

DANIEL'S HILL

The Daniel's Hill Historic District is a residential neighborhood located north of the central downtown district on a ridge between Blackwater Creek and the James River. The district is centered around Cabell Street, which serves as the primary artery. The land comprising Daniel's Hill was originally owned by Dr. George Cabell, Sr., who constructed his Federal style house Point of Honor at the southern end of the ridge overlooking the town and river ca. 1815. The property later came to be owned by Judge William Daniel, Jr. The area was developed as a residential neighborhood in the 1840s and was annexed to the city in 1870.

The Daniel's Hill Historic District was listed in the National Register in 1983. It contains 108 contributing primary resources that reflect a wide variety of architectural styles from the early 19th through the early 20th centuries including Federal, Italianate, Queen Anne, and Georgian Revival, as well as a number of vernacular style dwellings. Housing types range from large, high style mansions, which appear primarily along Cabell Street, to modest worker residences on auxiliary streets. Cabell's residence, Point of Honor, remains a local landmark at the southern end of the district.



Notable combination house and store at 508 Cabell Street.



Daniel's Hill Historic District (see Appendix I)



Point of Honor at 112 Cabell Street



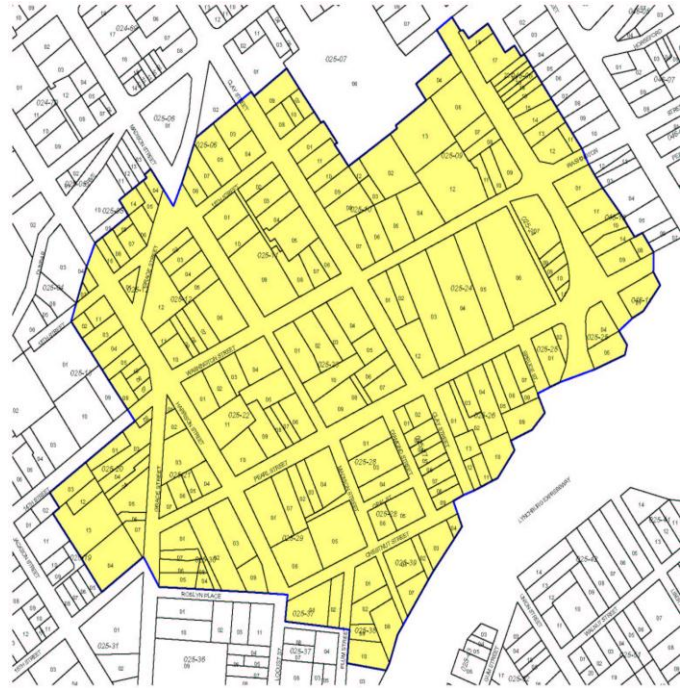
100 block of Cabell Street.

DIAMOND HILL

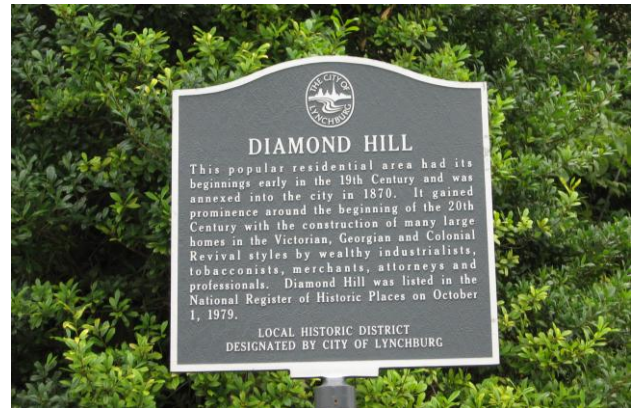
The Diamond Hill Historic District is located between Route 29 and the central business district in the vicinity of Washington, Church, Harrison, Grace, Clay, and Pearl Streets. The earliest extant dwelling in the district dates to ca. 1817. A few others date to the mid-nineteenth century but the majority of the district's dwellings were constructed around the turn of the century when the area became a popular neighborhood for many of the town's elite citizens. The Diamond Hill area was developed by Henry Davis, who subdivided the land for sale of individual parcels prior to his death in 1863.

Diamond Hill was annexed to the city in 1870, and during this decade blocks of Pearl, Chestnut, and Diamond Streets were subdivided for worker and rental housing. A number of street improvements took place including the construction of sidewalk and retaining walls and the installation of sewers. During the late nineteenth century, many of Lynchburg's prominent citizens began to construct houses in the district including numerous elected officials and prosperous businessmen. Diamond Hill continued to develop rapidly until about 1910.

The Diamond Hill Historic District was listed in the National Register in 1979 and contains 111 contributing primary resources. The district contains examples of Gothic Revival, Greek Revival, and Italianate style dwellings as well as a number of vernacular designs. The dominant architectural styles in the neighborhood are Colonial Revival and Georgian Revival, both of which were prevailing styles during the height of construction in the district at the turn of the century.



Diamond Hill Historic District (see Appendix I)



Historic Marker for Diamond Hill.

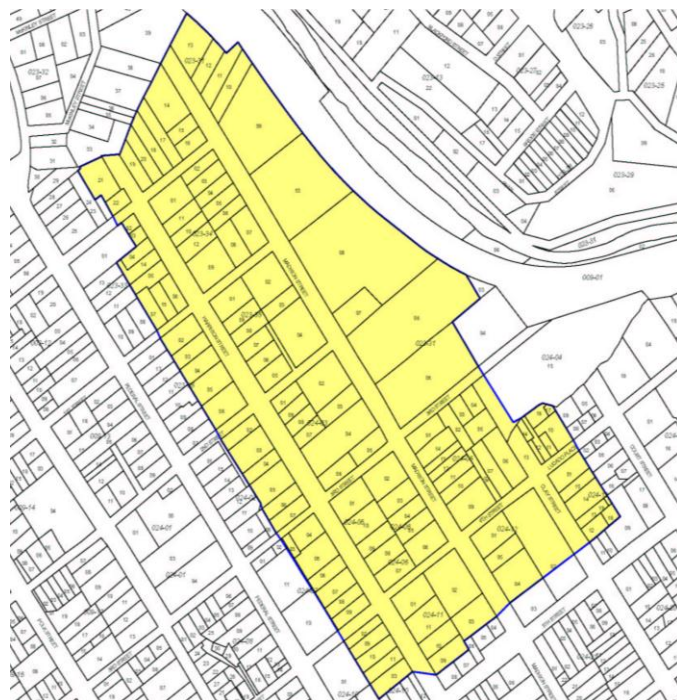


1300 block of Madison Street.

GARLAND HILL

The Garland Hill Historic District is a small residential neighborhood northwest of 5th Street along blocks of Madison, Harrison, and Clay Streets. Garland Hill was a prosperous Lynchburg neighborhood from the early nineteenth through the early twentieth century. Owned by town founder John Lynch, the property was outside the original 45-acre town limits. In 1812, Lynch sold two acres of the land to Walter Dunnington, who built a home on the property five years later. Dunnington's house remains at 303 Madison Street. The first principle development of the land came in 1845 when Lynch's cousin, Celine Dupuy, who owned twenty acres of the Garland Hill area, divided the bulk of the property into fourteen one-acre lots for resale.

The first to build a house on the newly divided property was Samuel Garland, Sr., whose Greek Revival dwelling remains at 215 Madison Street. Extensive construction took place in the neighborhood in the decades following the Civil War as Lynchburg's wealth and population grew. Many residents of the Garland Hill area were leading industrialists in the tobacco and shoe industries who built lavish homes with their newly acquired wealth. The area was annexed to the city in 1870.



Garland Hill Historic District (see Appendix I)



Samuel Garland House at 215 Madison Street, built 1845

The Garland Hill Historic District was listed in the National Register in 1972. The district contains seventy contributing primary resources as well as a number of significant outbuildings. Architectural styles within the district range from earlier Greek Revival examples to more elaborate Victorian dwellings, primarily in the Queen Anne style. The district also retains original brick paved streets and stone curbing as well as slate and brick walkways.

FEDERAL HILL

The Federal Hill Historic District consists of approximately twelve blocks centered around Federal Street and includes portions of Harrison and Jackson Streets between 9th Street and 12th Street. The neighborhood's name is attributed to early Federalist activity in Lynchburg. The area developed as a residential district in the early nineteenth century. Approximately eight houses existed in the neighborhood at the time Federal Hill was annexed from Campbell County in 1819. The Federal Hill area developed slowly over the following century and was home to many of the city's merchants and civic leaders.

Listed in the National Register in 1980, the Federal Hill Historic District contains sixty-seven contributing primary structures and approximately twenty-five contributing outbuildings. Due to the neighborhood's slow development over a large span of time, it contains a wide variety of architectural styles, which reflect shifting design trends. The district contains many Federal style dwellings, most of which are of brick construction, and Greek Revival style dwellings from the early to mid-nineteenth century. The Victorian era is represented in examples of the Second Empire and Queen Anne styles, and Georgian Revival and Colonial Revival dwellings from the early twentieth century are also represented in the district. In addition to houses, the district also contains the former Frank Roane School and the 8th Street Baptist Church.



Federal Hill Historic District (see Appendix I)



900-1000 blocks of Harrison Street.



1000 block of Jackson Street.

RIVERMONT

The Rivermont Historic District is located in the northwestern section of Lynchburg along the 300 through 3400 blocks of Rivermont Avenue and includes Riverside Park. The district is a mixture of residential, commercial, religious, and institutional buildings as well as planned green space. The Rivermont area developed in the late nineteenth century as Lynchburg's first planned community. This area was originally part of Campbell County and consisted of a scattering of small farms in the 19th century. In 1890, the Rivermont Land Company, one of several land development companies in Lynchburg at the time, purchased nearly 7,000 acres northwest of the city and had the tract surveyed and platted. The area was planned as primarily a residential community with some commercial and light industrial properties. Green space and a transportation system were incorporated as integral features of the neighborhoods' design.

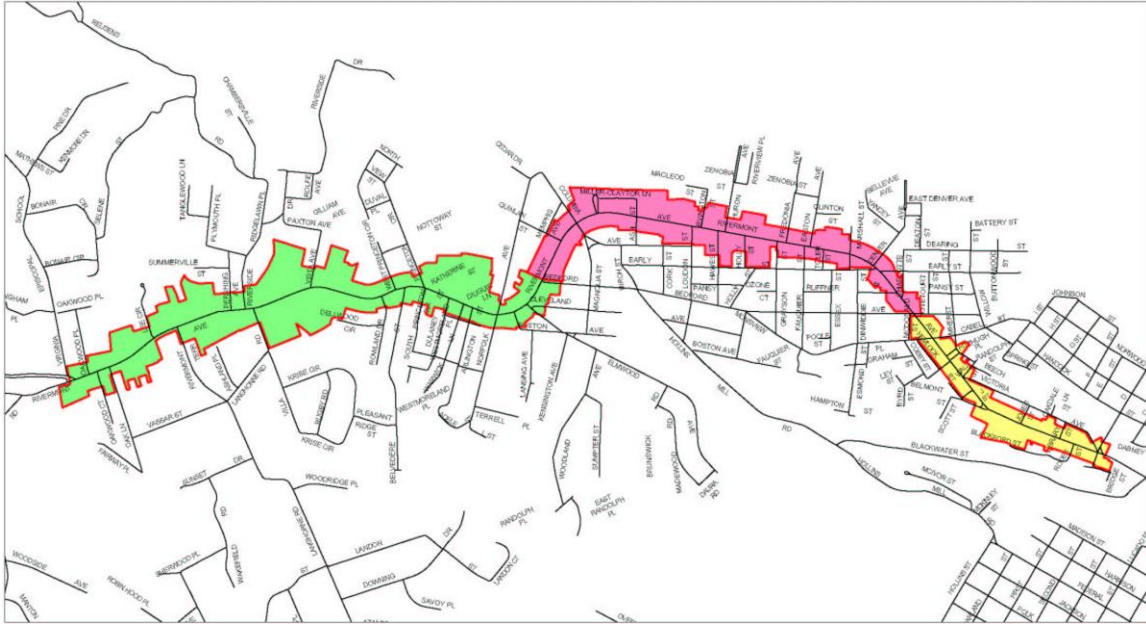
The original plans called for the establishment of a park and playground, a hotel, and a women's college. The hotel never materialized, but Randolph-Macon Woman's College was established in 1891. The neighborhood was connected to the city via a streetcar line, and a bridge was constructed over Blackwater Creek in 1891. Sale of lots was swift, and houses quickly began to appear on Rivermont Avenue, the community's main corridor, as well as along numerous side streets. Middle- and upper-class families were attracted to the development's large building lots, access to streetcar transportation, and green spaces. The neighborhood also came to include schools, churches, and a library as well as the Virginia Baptist Hospital, which constructed its first building in the district in 1924.



800 block of Rivermont Avenue.



The Rivermont Historic District was listed in the National Register in 2003. The district contains 281 contributing primary resources and 103 secondary resources. In addition to single-family dwellings, the district also contains apartment buildings, churches, educational buildings, institutional facilities, and commercial buildings, as well as several important landscape features. Architectural styles represented include Queen Anne, Beaux Arts, Classical Revival, Colonial Revival, Georgian Revival, Gothic Revival, Tudor Revival, and Bungalow/ Craftsman designs.



Rivermont Historic District (see Appendix I)



Parkmont Apartments at 2910 Rivermont Avenue.



Commercial row in the 1200 block of Rivermont Avenue.

COURT HOUSE HILL

The Court House Hill Historic District consists of blocks along Court Street, between 5th and 12th streets. The National Register boundaries are along Court, Church and Main streets and between 5th and 13th streets. This area and Downtown has historically served as the center of government, business, finance, and religious activity in Lynchburg since the city's establishment in the eighteenth century. In the town's early years government and public buildings, including the local courthouse, began to appear in this section along with prestigious homes. The first courthouse was constructed on a prominent hill in 1813 and was replaced with the current Greek Revival style courthouse in 1851. This courthouse also was designed with a prominent staircase leading down the hill to Church Street. Water Street (9th Street) emerged as the main corridor of the area, and residents established churches of various denominations in the district.

The Court House Hill Historic District was listed in the National Register in 2001 and contains 121 contributing primary resources and eight secondary resources. Within the district is the 1851 Greek Revival style Courthouse, the 1879 Holy Cross Catholic Church, the 1886 First Baptist Church, the 1902 First Presbyterian Church, and the 1926 First Unitarian Church. Architectural styles in the district represent a wide range of styles and periods including Federal, Greek Revival, Gothic Revival, Italianate, Queen Anne, and Neo-classical.



Court House Hill Historic District (see Appendix I)



Lynchburg Courthouse of 1855 in the Greek Revival style.

PIERCE STREET RENAISSANCE

Pierce Street Renaissance is the newest and smallest of Lynchburg's historic districts and part of a much larger residential neighborhood that was developed mostly after annexation in 1870. Although there are many architecturally significant buildings within the district, the primary reason for local historic district designation was based on the significance of a number of its African-American residents.

The district was home to Anne Spencer, the first minority librarian at the Jones-Dunbar branch library and the first Virginian to be published in the Norton Anthology. Her son, Chauncey Spencer, was one of the first members of the National Airmen's Association which later became known as the Tuskegee Airmen. Edward Trigg became the President of two nationally acclaimed universities. Dr. R. Walter Johnson was the first minority physician granted practice rights at Lynchburg General Hospital. He also was instructor to tennis greats Arthur Ashe and Althea Gibson. Ashe trained at Johnson's property and Gibson may have as well. C. W. Seay was the first minority principal at Dunbar High School and first minority Vice Mayor of Lynchburg.

Pierce Street Renaissance consists of the properties fronting on Pierce Street between 13th and 15th streets. It contains 14 contributing buildings and four outbuildings. The houses are mostly of frame construction, although there is a significant brick Georgian house in the District. A church and two stores are also located within the historic boundaries. Architectural styles include Georgian, Modified Queen Anne and American Foursquare. This is heading 3



Pierce Street Renaissance Historic District (see Appendix I)



1300 block of Pierce Street.

IV. THE LYNCHBURGIS HISTORIC PRESERVATION COMMISSION AND ITS DUTIES AND OPERATION

In 1976 the City Council of Lynchburg established a seven-member Historic Preservation Commission (HPC) (formerly known as the Board of Historic and Architectural Review) to provide professional assistance and guidance to property owners in achieving appropriate alterations to their historic properties. Included in the responsibilities of the HPC is the review of plans and applications for construction, demolition, and alterations within locally designated districts and for designated individual landmarks. The HPC has the power to approve, approve with modifications, or deny approval for such applications in accordance with adopted procedures and guidelines.

1. CERTIFICATES OF APPROPRIATENESS

If a building is in a designated district or is a local landmark and a property owner wants to make any changes to the exterior of the property, the owner must obtain a Certificate of Appropriateness (COA) and a building permit where applicable. A COA is a form issued to ensure that the exterior work planned for a building's rehabilitation or new construction meets the criteria of the design guidelines. A building permit is a separate form and type of review which ensures the structural soundness and safety of the building. The COA needs to be obtained in addition to the regular building permit. A representative example of a COA is located in Appendix B.

2. THE DESIGN REVIEW PROCESS

Step One - Does Your Work Require a COA?

If you plan on doing any exterior work to your property and live within a Historic District you may be required to submit an application for a COA for projects as noted below. Please contact the HPC Secretary for guidance and assistance:

- Construction, alteration, demolition, or removal of buildings that requires a building or demolition permit:
- Construction, alteration, demolition, or removal of exterior features, any of which affect the exterior architectural appearance but does not require a building permit:
- Maintenance, including routine maintenance, such as, painting, porch repair, window/door repair, masonry repair of building components such as walls, chimneys, foundations, etc.
- The construction, reconstruction, restoration, or alteration of signs, fences, or walls.

Routine Maintenance and Minor Actions

Minor actions that are considered routine maintenance generally do not require review by the HPC but do require an application for a COA for administrative review and approval. Such items include replacing roof materials to match existing, replacing gutters to match existing, and minor repairs and maintenance to any part of a building when there is no

change in appearance or materials. The Secretary of the HPC will provide the applicant with a COA application and can give some approvals over the telephone with submittal of the COA application. Routine maintenance includes:

- Replacing sections of siding or trim with same materials, re-roofing with the same materials, etc.;
- Repainting in the same or different color scheme;
- Addition or deletion of storm windows and doors, window gardens, awnings, or similar structures;
- Addition or deletion of television or radio antennas, skylights, or solar collectors in locations not visible from a public street;

COAs are NOT required for interior work or landscape work that does not substantially alter the contour of a site or its historical character.

Step Two - Complete a COA Application

Obtain a COA prior to beginning the work.

Any area that is designated as a local historic district means that an additional approval, beyond the normal building permit, is required for exterior changes within the district boundaries. Approvals are granted by the HPC through the issuance of a COA. The HPC will make its decisions based on the design guidelines in this manual. The guidelines are standards for the HPC to use in determining the architectural compatibility of proposed changes. They also guide property owners on rehabilitation and appropriate new construction. Property owners may pick up an application for a COA at the Department of Community Development-Planning Division, second floor, City Hall, 900 Church Street or call the HPC Secretary who can mail or e-mail a COA application (434) 455-3915. The completed form must be submitted to the HPC's Secretary at least ten business days prior to a regular scheduled meeting. It is helpful and the HPC strongly encourages COA applicants or their representative(s) to be present at the HPC meeting to answer any questions. In the absence of a representative and in cases where the HPC has questions regarding the project or finds insufficient information in the application upon which to render a decision, the application may be tabled to a subsequent meeting.

Required documentation for a COA should include:

- ❖ For **new construction (including garages, carriage houses or dependencies) or renovation**, a set of plans, site plans and specifications are required for the project. Plans shall be drawn to scale and shall include a site plan showing all existing and proposed improvements. Specifications and/or samples of exterior materials may need to be provided such as siding, roofing, doors, windows, paint, and ornamentation. Photographs may also be needed of the lot and any existing buildings on the lot or adjoining lots;
- ❖ For **rehabilitation or repair**, detailed drawings are required of proposed modifications to the structure. Photographs of the existing building are required

along with specifications and/or samples of exterior materials (such as siding, roofing, doors, windows, paint, and ornamentation);

- ❖ For **painting** and **paint removal**, a description and samples are needed of the paint colors along with a description of the color placement on the building and methods for any paint removal. Paint samples are preferred;
- ❖ For **fences**, scale drawings and a plat of the lot are required which show the proposed location of the fence, height, style, material, thickness or spacing and what the fence will look like. Photographs of the property on which the fence is proposed and a plat or tax map are also needed;
- ❖ For **signs**, scale drawings of the sign are required to show the size of the sign and its lettering. Drawings or photographs are also needed showing the sign location on the building or site. Color samples should also be submitted;



503 Washington Street

Paint colors and paint removal methods are generally readily approvable by the HPC Secretary.

- ❖ For **parking areas, driveways, or parking lots**, a plat or tax map is preferred that shows the location and layout of the parking lot and landscaping. The drawings shall clearly indicate the dimensions of the parking stall(s) drive aisles, and setbacks;
- ❖ For **demolition**, photographs of the building proposed for demolition are required along with a statement describing the reasons for demolition. A list of defects and repair estimates may be required. See Section X for specifics.

Step Three - Submit the COA Application and Meet With City Staff

Once a property owner has completed a COA application, a meeting with City staff at the Planning Division is recommended prior to presenting the COA to the HPC. The HPC Secretary will call or meet with the applicant to discuss the project and (1) answer questions about the review process, (2) advise whether the application contains sufficient information about the project for review by the HPC and (3) advise on whether or not the plans appear/do not appear to meet the design guidelines. If there is a conflict between the plans and the guidelines, the staff can offer advice on how to modify them to meet the guidelines. Within thirty (30) days of receipt of an application for a COA, the HPC will meet to review the application. The applicant will be informed of the time and place of the HPC meeting, and the applicant will have an opportunity to be heard. The HPC will approve, approve with modifications or deny the application and notify the applicant in writing within thirty (30) days after the meeting. **Applications submitted after the fact (i.e. the applicant has already completed the work/project) are subject to the same review and determination of appropriateness by the HPC and are subject to disapproval if not in compliance with these guidelines. If disapproved by the HPC, applications may be appealed, but projects may ultimately be required to be reworked to be in compliance or restored to their original state.**

Approval of a COA

- ❖ Upon approval, the HPC issues the COA which includes a list of approved work and any conditions of the work, if applicable.
- ❖ The COA will expire of its own limitation in six (6) months if:
 - 1) the work authorized has not commenced within that time.
 - 2) the work authorized is suspended or abandoned for a period of ninety (90) days.
- ❖ The work authorized by the COA shall be completed within twelve (12) months of the date of issuance of the COA, unless, for good cause shown, the HPC determines that a longer period is warranted. Extensions may be granted to the property owner by applying in writing to the HPC Secretary.
- ❖ The HPC Secretary shall be notified by the Neighborhood Services Division of the completed work.

Denial of a COA

- ❖ If a COA is denied or if the property owner feels that the requirements are unsatisfactory, he or she may work with the HPC and Secretary to amend a project so that it meets the guidelines. The HPC and the Secretary are available as resources to residents for advice on appropriate designs and available products. Applicants may modify their applications and resubmit the request to the HPC.
- ❖ Appeals of HPC decisions may be made to the City Council, provided that the applicant files a written notice of intention to appeal with the Clerk of the City Council within fifteen (15) days after the HPC decision, and pays a fee to cover public notice costs. Upon receipt of such notice, a public hearing will be scheduled.
- ❖ If the City Council upholds the decision of the HPC, the applicant has the right to appeal to the Circuit Court. This is done by filing a petition at law setting forth the alleged illegality of the actions by City Council. The decision of the City Council is upheld until a final decision is reached by the Circuit Court.

- ❖ During the appeals process, any new construction, alterations, or restoration undertaken will be at the applicant's own risk. No demolition can commence until the final decision of the Circuit Court is given. The Neighborhood Services Division retains the right at all times to petition against any person who:
 - 1) has not obtained a COA and has engaged in or is about to engage in an act to change or demolish a historical landmark, building, or structure;
 - 2) has not waited for final decisions on appeals, or;
 - 3) has commenced work different from what the HPC authorized.
- ❖ If the Circuit Court finds in favor of the HPC, a temporary or permanent restraining order will be issued to the applicant in violation and the applicant must:
 - 1) discontinue construction immediately;
 - 2) restore the affected property to its previous condition.

Follow Other Requirements

In addition to the HPC's design review, property owners also need to follow requirements set forth in the city's zoning ordinance and building codes. There are standard building codes that need to be followed by property owners or contractors. The City's Building Inspections and Planning offices can provide information on overall zoning and building code requirements. There also may be properties such as churches or commercial buildings that need to meet provisions of the Americans with Disabilities Act (ADA). These provisions outline methods to access buildings such as handicapped ramps.

Step Four - Obtain a Building Permit and Begin Work

Building permits (if required) are available at the Inspection's Division Office at 900 Church Street (434-455-3910). Building permits must be conspicuously posted at the job site.

Oversight and Enforcement

If plans change while work is in progress, contact the HPC Secretary **BEFORE** undertaking a change or deviation from the COA. Work undertaken contrary to original approval in a COA or beyond the scope of the COA requires approval from the HPC or Secretary. If a violation is discovered or reported to the staff, the following steps may be taken:

- ❖ The neighborhood services manager shall have the authority to order that work be stopped and that an application for the issuance of a COA be filed.
- ❖ The neighborhood services manager may make application to the Circuit Court for an order to prohibit further work or to remedy the violations by restoring the affected property to its previous condition.
- ❖ If the property owner does not respond to the order to stop work, a temporary or permanent injunction, restraining order or other appropriate order will be granted to the neighborhood services manager.

Without approval, the work will be considered a violation (a misdemeanor with fines up to \$1000, with each day the violation continues constituting a separate offense).

3. HELP IS AVAILABLE

The professional guidance and assistance provided by the HPC extends beyond the review of COAs at regularly scheduled meetings. Homeowners are also welcome to request through the HPC Secretary, guidance regarding planned or previously reviewed/approved projects at regular HPC meetings. HPC Commissioners are architects, historians and, in most cases, historic district residents who have restored or renovated an historic home themselves. Collectively they possess a wealth of knowledge and experience to be shared with homeowners pursuing the rehabilitation or modification of an historic building or new construction within a designated district. HPC Commissioners also serve as advocates for homeowners in one or more of the historic districts. As such, they can assist homeowners with interpretation and clarification of the Design Review Guidelines, offer advice on design and acceptable materials, and assist with the COA application process outside the regularly scheduled meetings. The HPC Secretary has the list of the historic districts and the respective Commissioner/advocate assigned to each.

The HPC Secretary is also available for free consultations when property owners are planning rehabilitation or new construction projects. Contact the Secretary at 434-455-3915.

Appropriate rehabilitation and new construction within Lynchburg's historic districts improves the quality of life and economic benefits for all of the City's residents. The Historic Preservation Commission appreciates the efforts and cooperation of historic district property owners and residents.

V. ARCHITECTURAL STYLES AND BUILDING TYPES

Lynchburg contains an impressive collection of architectural styles from the early 19th century through the mid-20th century. The oldest dwellings in the city date to the first half of the nineteenth century and can be found throughout the city's residential historic districts. Federal and Greek Revival style dwellings were the first to appear in these neighborhoods followed by Gothic Revival, Italianate, Queen Anne and Second Empire designs. Around the turn of the century, Colonial Revival, Georgian Revival, and Neoclassical designs became popular. Most lots in these residential neighborhoods were developed by the 1910s and there are a few examples of Bungalow/Craftsman dwellings or period revival designs of the 1920s and 1930s.

Many of the city's earliest homes are of brick construction. Many of these reflect the Federal style, which features a symmetrical form, side gable roofs, and entrances with arched transoms and paneled doors. Frame houses of the early 19th century were of timber frame construction, which employs a post-and-girt method using heavy corner posts, widely spaced intervening posts, and heavy cross timbers. A number of vernacular dwellings built in this form remain extant. Also dating from the mid-19th century is a number of brick houses built in the Greek Revival style. Examples of this style have gable or hipped roofs with classical style columns or pilasters on the main facades. Entrances on Greek Revival homes often have rectangular transoms and sidelights.



900 block of Federal Street

Most lots in Lynchburg's inner city neighborhoods were developed by the early 20th century.

By the late 19th century, the increasing availability of commercially sawn lumber resulted in a growing number of houses of balloon frame rather than timber frame construction. Balloon frame houses were built of studs and joists nailed together in much the same fashion as is done today. Balloon framing allowed for rapid and economical construction of dwellings and also afforded building designers greater flexibility in house forms and plans. The most popular high style houses of the late 19th century in Lynchburg were built in the Italianate

and Queen Anne styles. The Italianate style features symmetrical house forms with arched windows or windows embellished with large bracketed hoods and cornices at the roofline. Several examples of this style remain on Court Street.

Asymmetrical house forms such as Queen Anne style designs were quite popular after 1880. Queen Anne style dwellings are generally two stories in height and have projecting bays or bays with corner towers. Advances in woodworking machinery resulted in many Queen Anne homes featuring milled columns, brackets and eave vergeboard. Related to the Queen Anne style were houses built in gabled ell plans or side gable plans which also have extended or polygonal bays on the main façade as well as highly decorative woodwork or exteriors of weatherboard and wood shingles.



Milled porch frieze at 308 Madison Street

By 1910, the asymmetrical Queen Anne style and associated styles lost popularity and revival styles began to dominate house design. One of the most common of these was the Colonial Revival style which marked a return to the influences of colonial American architecture. Colonial Revival style homes are generally rectangular or square in plan and feature porch columns and detailing reflective of classical designs. A common variation of this style is known as the "American Foursquare" form. These are box shaped, two-story dwellings featuring porches with classical columns and hipped dormers.

By the 1920s, most of the lots in Lynchburg's inner city neighborhoods had been developed and these areas display few examples of styles of the period such as Bungalow/Craftsman or Tudor Revival. With the onset of the Depression, house construction declined significantly across America and few dwellings were built in Lynchburg during these years. Houses built in the 1930s and early 1940s tended to reflect simplified versions of the Tudor Revival and Colonial Revival styles. House construction boomed once again after World War II with the Ranch and Split Level house forms popular from the late 1940s to the 1960s. Dwellings in these designs were built primarily in the developing suburban areas of the city. Changing technology in building materials also impacted houses in Lynchburg through the use of artificial siding such as aluminum and vinyl. Efforts to "modernize" older homes with these materials and other alterations frequently resulted in a loss of original character and architectural design. During the past twenty years there has been a renewed focus on rehabilitation in the city's older neighborhoods and the restoration of original designs and materials.

HOUSE FORMS - FEDERAL, ca. 1780 - ca. 1840

The Federal style was the dominant architectural style in the United States during the late 18th and early 19th centuries. The Federal style commonly features an accentuated main

entrance with an elaborate door surround with an elliptical fanlight above the front door. Sidelights also typically flank the door. Decorative moldings, particularly dentils, line the cornice of the roof, and windows appear in symmetrical rows and usually contain six-over-six, double hung sash. Palladian-style windows are also common.



The Roane-Rodes House built in 1816 at 1008 Harrison Street is a notable example of the Federal style.



Federal style John Lee House built in 1817 at 1101 Jackson Street.

HOUSE FORMS – GREEK REVIVAL, ca. 1830-ca. 1860

The Greek Revival style emerged in the early nineteenth century as interest in Greece and its classical architecture increased. The Greek Revival style flourished in settled regions of the United States and followed settlers as they moved westward. A frieze at the cornice line of the main roof and porch roofs reflects the classical entablature of Greek architecture. Other identifying features of the style include a full-width or entry porch with prominent square posts or round columns, often with Doric capitals, and narrow sidelights and transom lights at the main entrance. Full-height porches are also common.



Greek Revival style Edward Murrell House built in 1859 at 205 Madison Street.



The Franklin House was built in 1853 at 300 Harrison Street.

HOUSE FORMS – GOTHIC REVIVAL, ca. 1840-ca. 1880

The Gothic Revival style became a popular architectural style for country homes during the mid- to late nineteenth century. The style was promoted through pattern books by Andrew Jackson Downing and emphasizes steeply pitched roofs with multiple gables and wide porches. Common details include decorative vergeboard trim along the gables and Gothic pointed-arched windows. Other details often include quatrefoil and trefoil vergeboard or decorative trim.



The dwelling at 602 Washington Street is a notable example of the Gothic Revival style.

HOUSE FORMS - ITALIANATE, ca. 1840 - ca. 1885

The Italianate style was one of the most dominant residential architectural styles in the United States during the late nineteenth century. The style arose in England as part of the Picturesque movement, which emphasized rambling, informal Italian farmhouses and villas. Like the Gothic Revival style, the Italianate design was popularized in America through the pattern books of Andrew Jackson Downing. Principal features of the Italianate style are low-pitched roofs with wide, overhanging eaves with decorative brackets, and tall, narrow windows often with arched hood molding and with elaborate cornices. Many examples also feature a square cupola or tower.



The James W. Watts House built in 1880 is Lynchburg's most notable example of an Italian Villa (1007 Court Street).



Italianate style rowhouse at 613-623 Cabell Street.

HOUSE FORMS – SECOND EMPIRE, ca. 1855 - ca. 1885

Closely related to the Italianate style is the Second Empire style, which also arose from the European Picturesque movement. French building fashions inspired the Second Empire style, particularly its distinctive roof design. Known as a mansard roof, this dual-pitched hipped roof style was named for French architect Francois Mansart who used it extensively during the reign of Napoleon III. The unique roofline was also practical as it provided a full upper story of usable attic space. Dormer windows typically appear on the steep lower slope. At the eaves are bracketed cornices and windows often display hood molding.



The William Carroll House was built in 1878 at 1020 Harrison Street.



Craighill Duplex built at 1307-09 Church Street.

HOUSE FORMS - QUEEN ANNE, ca. 1880 - ca. 1910

The Queen Anne style was popularized in the late nineteenth century and featured an asymmetrical floor plan and extensive exterior detailing. This style is generally two-stories in height and often features corner towers, turrets, or projecting bays. Exterior wall surfaces are often varied with mixtures of brick, wood, stone, and wood shingles. Large wraparound porches with milled columns and balusters are usually present on the main facade. Windows are one-over-one sash or of small multi-light design. Roofs often have slate or metal standing seam surfaces. Brackets or decorative vergeboard are often found in the gables.



Beasley House built in 1905 at 505 Washington Street.



Queen Anne style dwelling at 1528 Rivermont Avenue.

HOUSE FORMS – FOLK VICTORIAN, ca. 1880 - 1920

Many of the dwellings in Lynchburg's Historic Districts are Folk Victorian designs, both in side gable and gabled ell forms. Side gable plans have their roof forms parallel to the street while gabled ell plans have projecting bays on the main façade. These dwellings are typically two stories in height, of frame construction, and have porches on the main facades. Decoration is often more restrained than in the high style Queen Anne and Colonial Revival styles. Dwellings in these forms may have both milled and Tuscan porch columns, eave brackets, and combinations of weatherboard and wood shingles.



Side gable dwelling at 405 Harrison Street with milled columns.



Gabled ell Anne Spencer House built in 1914 at 1313 Pierce Street.

HOUSE FORMS – COLONIAL/GEORGIAN REVIVAL, ca. 1880 - ca. 1955

A renewed interest in colonial America and the early English and Dutch houses of the Atlantic seaboard gave rise to the Colonial Revival style in the late nineteenth century, and the style continued to be a dominant house form into the 1950s. Colonial Revival dwellings typically have a symmetrically balanced façade with a central entrance and double-hung sash windows with multiple panes, often appearing in adjacent pairs. The front doors are commonly accentuated with a fanlight and/or sidelights, and a decorative cornice supported by pilasters or an entry porch displaying slender columns. Georgian Revival houses are more historically correct and have a greater emphasis on decorative elements and details.



The dwelling at 3104 Rivermont Avenue is an example of the Colonial Revival style.



The Georgian Revival style Morrison House was built in 1905 at 1411 Madison Street.

HOUSE FORMS –AMERICAN FOURSQUARE, ca. 1900 - ca. 1925

The American Foursquare house plan has its roots in the Colonial Revival style but may also feature Craftsman elements. American Foursquare designs feature rectangular or square plans with hipped roofs, and one-story porches on the primary facade. Porches often have square or Tuscan columns and eaves often feature modillion blocks or brackets. The roofline on the primary facade often displays a hipped dormer with windows.



An American Foursquare dwelling at 2140 Rivermont Avenue.



American Foursquare dwelling at 1112 Harrison Street.

HOUSE FORMS – CRAFTSMAN, ca. 1910 - ca. 1930

The Craftsman style was one of the most common architectural styles in America during the early 20th century. The style is characterized by low pitch gable or hipped roofs, often with dormers on the main façade. Dwellings typically have large broad porches which usually extend across the front façade and are often supported by tapered columns resting on stone, brick or frame piers. This style has an emphasis on horizontality with wide roof eaves. In many examples, rafter tails and knee braces are visible below the eaves. Fine examples of the Craftsman style are found along Rivermont Avenue. Bungalows are a common house form reflecting the Craftsman style and these terms are often interchanged.



A Craftsman dwelling at 2203 Rivermont Avenue.



Shingled Craftsman dwelling at 2241 Rivermont Avenue.

VI. DESIGN GUIDELINES

OVERALL APPROACH AND FORMAT

The primary approach of the Historic Preservation Commission (HPC) in design review guidelines is the emphasis on preservation over complete remodeling. This view is illustrated through the use of terms such as *repair*, *retain*, *maintain*, and *replace in kind*. In conducting its review the HPC will review Certificates of Appropriateness with the following approach:

- ❖ Applicants are encouraged to first consider preserving, maintaining and repairing original or historic building features.
- ❖ If such features and elements cannot be preserved, maintained and repaired, replacement in kind is then recommended. Materials should ideally be replaced with the same materials and with profiles, dimensions, and textures to match the original as closely as possible.
- ❖ If replacement in kind is not feasible or practical, the HPC will consider the use of substitute materials under some circumstances.

Throughout the guidelines a number of terms are frequently used to reflect the general approach the HPC will consider when making its decisions. These terms and their interpretation are as follows:

Appropriate: Rehabilitation and new construction actions especially suitable or compatible with the design guideline standards.

Acceptable/Permissible/Approvable: These terms are used in the guidelines to identify rehabilitation and new construction actions which will be approved under most circumstances. Although these actions may not be the ideal approach to a design issue, they will meet the intent of the guidelines sufficiently to warrant approval.

Recommended: Suggested, but not mandatory actions outlined in the design guidelines.

The design guidelines are concerned with all aspects of historic structures and especially with facades visible from streets. Most often the public views buildings from the street or sidewalk. The fronts of buildings also typically contain the most defining features of the property such as porches, main entrances, and decorative details. The rear of buildings provides more flexibility for additions or alterations since they are generally not readily visible due to the building's placement on the lot or screening by landscaping or fences. Construction at the rear of buildings is preferred when additional living space is required.

This manual provides design guidelines for residential properties. The guidelines appear in alphabetical order by design review element and building features. Included is information on common rehabilitation questions, recommendations for maintaining the site and setting of historic areas and guidance for new construction. Illustrated descriptions and photographs of the architectural details in Lynchburg are included to familiarize property owners with typical features and characteristics. Property owners are encouraged to refer to the guidelines when planning or designing new construction projects, planning exterior rehabilitations, and completing everyday maintenance.

When areas are designated as local historic districts, the guidelines must be followed in order to receive a Certificate of Appropriateness (COA). A sample COA is provided in Appendix B of this manual. For non-historic buildings (properties that are less than fifty

years of age or that have been substantially altered), the HPC may apply the guidelines with more flexibility than for historic buildings. In reviewing work affecting non-historic buildings, the HPC's approach is to maintain or enhance their relationship and compatibility with adjacent historic buildings and streetscapes.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

This manual's design guidelines follow the guidelines set forth by the National Park Service. Known as the "**Secretary of the Interior's Standards for Rehabilitation**," these guidelines are used throughout the country by the majority of America's boards and preservation commissions as a basis for local design review guidelines and for projects utilizing federal funds or tax credits. The Standards were originally published in 1977 and revised in 1990 as part of Department of the Interior regulations. They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent or related new construction. The "**Secretary of the Interior's Standards for Rehabilitation**," are found in Appendix C of this manual. The "Standards" are also available on line at www.cr.nps.gov/hps/tps. This web site also provides information on technical aspects of restoration and rehabilitation including "Preservation Briefs." Preservation Briefs are excellent summaries of various design guidelines and building rehabilitation issues provided free on-line.

VII. GUIDELINES FOR REHABILITATION AND RESTORATION

1. ARCHITECTURAL DETAILS AND FEATURES

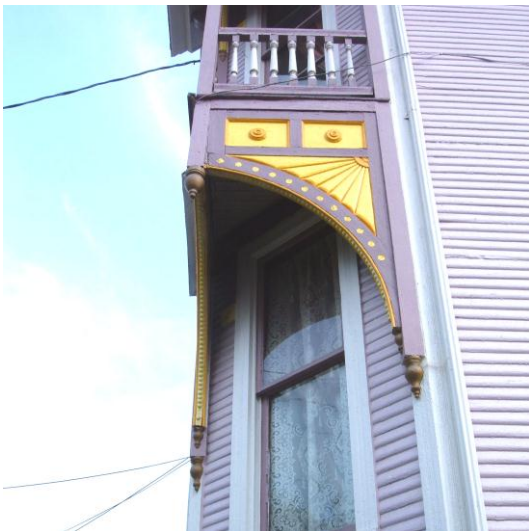
(Gingerbread, vergeboards, eaves, brackets, dentils, cornices, moldings, trimwork, shingles, columns, pilasters, balusters, or any decorative or character-defining features)

POLICY:

Architectural detailing is a major component in defining a building's character and style. Original architectural detailing should be preserved and maintained. If the details need to be replaced, the new materials should match the original as closely as possible.

Architectural Details and Features:

- A. should not be removed or changed if original to the building.
- B. may be added to a building if accurately based on physical, pictorial or historical evidence (paint “ghosts,” removed features etc.) or that is consistent with properties of similar design, age and detailing in the surrounding area.
- C. should be repaired rather than replaced.
- D. should approximate the appearance, proportion, profile and texture of the original materials if replacement is feasible.
- E. should not be covered with vinyl or aluminum or other artificial siding.



Preserve and maintain decoration such as eave vergeboard (214 Cabell Street).



Eave decoration should be repaired or replicated using materials to match the original in texture, profile and appearance (405 Washington Street).



Window trim and moldings should not be removed or concealed (1225 Clay Street).



Porch column replacement to match the original at 106 Madison Street.



Preserve and maintain details such as terra cotta capitals (2024 Rivermont Avenue).

2. AWNINGS

POLICY:

Canvas awnings for windows and porches were common features of buildings in the late 19th and early 20th centuries. With the widespread use of air conditioning after World War II, the use of awnings declined. In recent years the use of awnings has increased because they are attractive and save energy costs. Canvas and similar material awnings are appropriate for Lynchburg's historic dwellings.

Awnings:

- A. may be added on buildings at traditional locations such as over windows and doors and attached to porches.
- B. should be of canvas, vinyl-coated, or acrylic material. Metal, plastic or vinyl awnings should not be placed on main facades but may be added on rear facades if not readily visible.
- C. should not cover or conceal significant architectural details.
- D. should be of colors to blend with the building.
- E. should fit the opening. Rectangular openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.



Appropriate use of an arched canvas awning at 2306 Rivermont Avenue.



Canvas awnings are also appropriate for front and side porches (3405 Rivermont Avenue).

3. BRICKWORK AND MASONRY

POLICY:

Many of Lynchburg's buildings have brick or masonry (stone) exteriors. Brick can last indefinitely if it is well maintained. The key to brick and mortar preservation is to keep out water and continue to use a soft mortar when repair is needed. Abrasive cleaning such as sandblasting erodes the skin of the brick and will not be approved. Low pressure cleaning like using a garden hose and the use of soft mortar mixes are best for Lynchburg's brick buildings.

Painting or sealing brick exteriors should be avoided in that old brick walls were designed to breathe and let moisture pass in and out. Such coating applications can result in moisture being captured within the walls and accelerating deterioration of the wall, particularly the mortar.

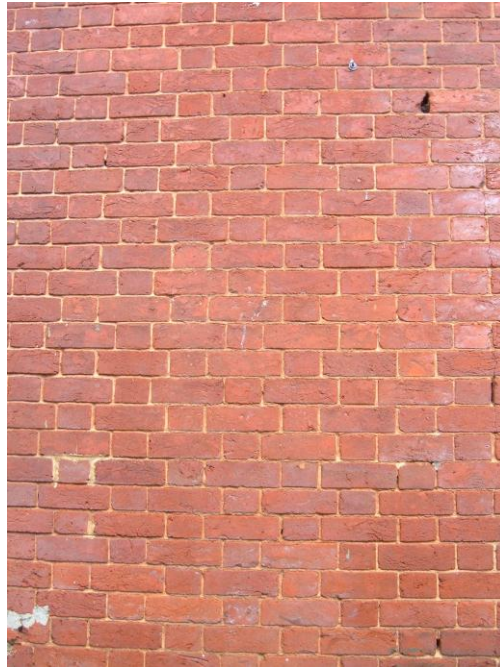
Stone exteriors, foundations, and other features are integral to a dwelling's character and should be preserved and maintained. Stone retaining walls, gate posts, and other original landscape features should also be preserved and maintained.

Brickwork and Masonry:

- A. materials original to the building should be preserved and maintained.
- B. should never be sandblasted or subjected to any kind of abrasive cleaning.
- C. should never be cleaned with high pressure water which exceeds 600 pounds per square inch.
- D. should be cleaned with detergent cleansers if needed. If brick or stone walls have bad stains, graffiti or loose paint it is fine to use chemical stain and paint removers. Chemical cleaning can be tricky and messy so professional help is advised for these kinds of jobs. If chemical cleaners or paint removers are used on brick or stone, always conduct a small test patch first on an inconspicuous part of the building to determine the effects of the chemicals.
- E. should be cleaned only when necessary to remove bad stains or paint build up. If there are only a few small stains or a little dirt on the walls it may be best to leave it alone. Avoid putting water or chemicals into walls whenever possible.
- F. should not be treated with water-repellent coatings unless repairs and remedies such as providing adequate drainage off of and away from the building have failed to stop water penetration problems.
- G. should not be covered with silicone-based water sealants. Water sealants can trap water on the interior of the building and damage the inside walls.
- H. that has never been painted should not be painted unless the exterior is extremely mismatched from earlier repairs or patching. Previously sandblasted brick or brick that is in poor condition may be painted to provide a sealing coat.

Paint removal should not be done if the paint is firmly adhered to, and therefore protecting, the brick or stone surface.

- I. should not be stuccoed.
- J. repairs should be done carefully to match the original brickwork and mortar, using hand tools, not electric power saws, to remove mortar.
- K. repointing (fixing the mortar between the bricks) should match the original brick or stone and mortar regarding width, depth, color, raking profile, composition, and texture.
- L. repointing should never be done with Portland cement or other hard mortars but with soft mortars to match the original composition. If the original composition can't be determined, use a historic compound such as one part lime and two parts sand.
- M. features that are missing may be replaced with other brick or stone to match. Salvage companies may have molded or decorative bricks to match those missing on a building.



Flemish bond brick wall at 720 Court Street.



Hard mortars do not allow brick to expand and contract...



...leading to cracking and spalling.

Abrasive cleaning such as sandblasting removes the exterior crust of the brick (top left) and exposes the soft inner core (bottom right).



Masonry should be cleaned with water and detergents or chemicals (818 Court Street).

4. CAST IRON

POLICY:

Lynchburg's older neighborhoods have many dwellings which display decorative cast iron. Cast iron columns and pilasters are located on front porches as well as on balconies and railings. Cast iron features should be preserved and maintained or replicated with new metal to match the original.

Cast Iron:

- A. should not be removed from any building facade.
- B. should be regularly maintained with paint and kept free from rust. If the removal of paint is necessary, low-pressure dry abrasive cleaning (less than 100 lbs. per square inch) may be appropriate. Other removal methods include wire brushing and chemical removers.
- C. elements that are missing should be replicated with new iron to match the original as close as possible in texture, profile and appearance. Substitutions of steel or aluminum are not appropriate.



Cast iron railings should be preserved and maintained (708 Court Street).



Cast iron porch columns are essential to defining a property's architectural character (602 Washington Street).

5. CHIMNEYS

POLICY:

Chimneys often feature decorative brickwork or designs that contribute to a building's architectural character. Chimneys should be maintained and preserved in accordance with the brick and mortar guidelines.

Chimneys:

- A. should not be removed or altered if original or architecturally significant.
- B. should be repointed and cleaned according to masonry guidelines to match original materials, colors, shape, and brick pattern. If chimneys have been extensively repointed resulting in mismatched colors and textures, painting the chimney dark red or brown is appropriate.
- C. if unstable or falling down should be rebuilt to match their original design.
- D. should have clay, slate, or stone caps. Metal caps should not be used unless they fit right in the top of the chimney and are not easily seen.
- E. should not be covered with stucco or other veneers.



Chimneys should be preserved, maintained, and repointed in accordance with masonry guidelines (1022 Court Street).



Chimneys were often designed with decorative brickwork such as this egg and dart molding (1022 Court Street).

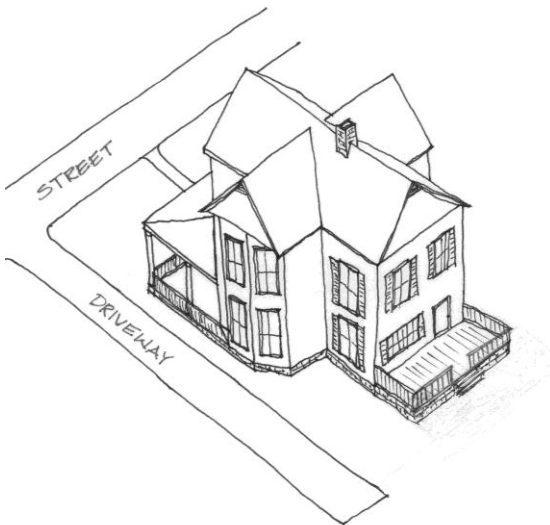
6. DECKS

POLICY:

Porches are preferred to decks but decks are acceptable at the rear facades of buildings. Decks on the sides of buildings are also acceptable if they are not readily visible from the street.

Decks:

- A. should be located at the rear of buildings. If built on the side of a building the deck should be screened from street view with fencing and/or appropriate native evergreen plants and shrubs. Elevated decks and decks on houses on corner lots present challenges that must be addressed on an individual basis.
- B. should be stained or painted to match or blend with the colors of the building.
- C. should be simple rather than ornate in design. If visible from the street, it is recommended that wood decks have square wood balusters set no more than three inches apart. Balusters should be no more than 2" in width and depth.



Decks at the rear of dwellings are acceptable as long as they are not readily visible from the street.

7. DOORS

POLICY:

Doors and door surrounds are important features in defining the style and character of a building. Original doors should be preserved and maintained and original features should be repaired rather than replaced.

Doors:

- A. and/or their surrounds, sidelights, transoms, and detailing should not be removed or altered.
- B. new doors should not replace historic doors at the front entrance or at side entrances which are visible from the street.
- C. of historic design that are missing should be replaced with new doors appropriate for the style of the building. In replacing missing original doors, replacement doors should be similar in design to the original in style, materials, glazing (glass area) and lights (pane configuration). If the original design is unknown, a secondary entrance may contain an original door which can be moved to the main entrance. Neighboring buildings of the same style and similar date of construction may provide guidance for identifying appropriate doors. Salvage companies may also have historic doors available.
- D. of "decorator" designs available from wholesale hardware stores usually are not appropriate for front entrances. These doors are not similar enough to the historic door designs of most historic dwellings. Doors with fake leaded glass inset designs also are not recommended for front entrances. For Craftsman/Bungalow dwellings, fifteen-light wood doors are readily available from wholesale stores and are acceptable for front entrances.
- E. if doors are introduced where none existed originally, they should be added at the rear or side facades of buildings where not visible from the street and should complement the general character and appearance of the structure
- F. If an existing window is to be removed to create a door for access to an approved new feature such as a porch or deck, every attempt should be made to use doors that approximate the window opening or at least minimize changes to the opening size and facilitate future restoration back to a window.



Doors are often character defining features such as this Colonial Revival door at 1524 Rivermont Avenue.



Federal style door at 1101 Jackson Street.



Original doors should be repaired and restored (223 Harrison Street).



Original paneled wood doors at 611 Washington Street.

8. FIRE ESCAPES

POLICY:

Multi-story buildings used for commercial and/or rental residential uses often require fire escapes to meet fire and safety codes. Fire escapes, whether incorporated within the walls of the building or attached to exterior walls, should be sited at the rear or sides of buildings which are not visible from the street.

Fire Escapes:

- A. should not be added unless required by building codes or where no other means of upper floor access is reasonably feasible.
- B. should be located where they will not be readily visible from the street.



Fire escapes should not be sited on primary facades, but should be located on side or rear facades where they will not be readily visible from the street.

9. FOUNDATIONS

POLICY:

Foundations in Lynchburg are especially prominent because of the size of the grade changes in the "Hill" historic neighborhoods. Foundation materials include stone, brick, brick piers, poured concrete, and rock-faced concrete block. Original foundation materials should be preserved and maintained. Foundations should be repaired and maintained in keeping with masonry guidelines. The installation of lattice panels between brick piers is more historically correct than infilling between the piers with concrete block or other materials. .

Foundations:

- A. should be preserved and maintained in their original design and with original materials and detailing.
- B. with brick piers should be filled in as traditional for the type and style of the house. Appropriate materials include wood lattice framed panels and/or decorative vertical wood boards. Many commercially available lattice panels, particularly those with lighter weight, rough finished and stapled slats, are not appropriate for this purpose. Lattice panels should be set back from the fronts of the piers and should be painted with colors that complement the exterior colors and appearance of the structure
- C. should not be concealed with concrete block, plywood panels, corrugated metal, or wood shingles.
- D. if masonry, should be cleaned, repaired, or repointed according to masonry guidelines.
- E. of brick should be painted or stuccoed only if the brick and/or mortar is mismatched or inappropriately repaired. Dark reds, browns or other traditional brick colors are appropriate paint colors for foundations.
- F. infilled with concrete block should be stuccoed or painted to match the brick or concealed beneath lattice panels.



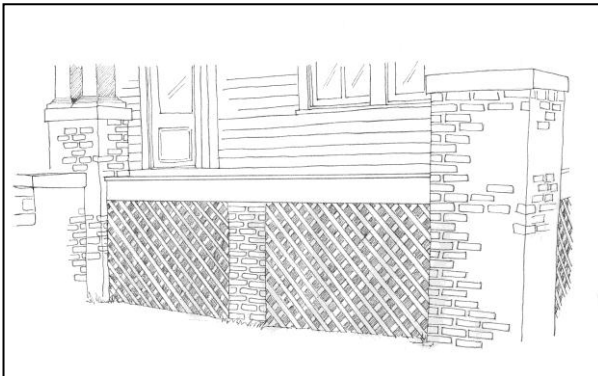
Lattice panels are appropriate and recommended for infill between brick pier foundations (602 Washington Street).



Preserve, maintain and repoint correctly original stone foundation materials (302 Cabell Street).



Appropriate lattice panels between brick piers (1015 Federal Street).



Lattice panels should be added between piers not in front or behind them.



Brick pier foundations are often prominent features due to the steep slopes in the "Hill" districts (401 Washington Street).

10. GARAGES AND OUTBUILDINGS

POLICY:

Many dwellings retain original or added outbuildings constructed before the mid-1950s. These buildings contribute to the character of the historic districts and should be preserved and maintained as long as feasible.

Existing Garages and Outbuildings:

- A. that contribute to a property's historic character, or are original to a property should be preserved and maintained. (Structures not listed on the historical survey documentation at the time a structure or area was designated as historical and which clearly lack or do not contribute to the property's historic character may be considered for demolition pursuant to Section X of these guidelines). Original or historic features such as siding and windows should be repaired or replaced to match the original if readily visible from the street.
- B. original to a property should not be moved or relocated to another part of the lot.
- C. original doors such as early 20th century garage doors should be maintained to the greatest extent possible, but may be retrofitted with modern hardware and custom garage door openers.



Garage at 309 Washington Street with original garage doors.



Frame garage at 1020 Jackson Street.



Single bay garage at 600 Pearl Street.

11. GUTTERS AND DOWNSPOUTS

POLICY:

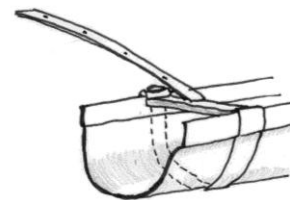
Gutters and downspouts should be regularly maintained. Built in box gutters or hidden gutters should be preserved and repaired as needed. If new hanging gutters are required, half-round designs are the most historically accurate.

Gutters and Downspouts:

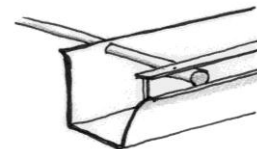
- A. of boxed or built-in type should be repaired rather than replaced if possible.
- B. of hang-on type should be half-round rather than "K" or ogee.
- C. should have downspouts located away from significant architectural features on the front of the building.
- D. should provide proper drainage through use of downspouts and splashblocks to avoid water damage to the building.



Box gutter and downspout at 2208 Rivermont Avenue.



Half round hanging gutters should be added to historic buildings...



...not ogee gutters.

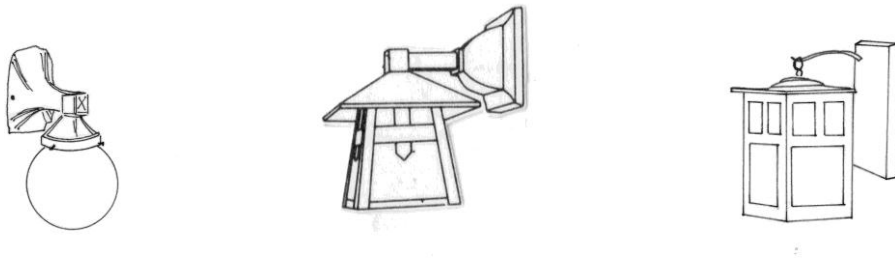
12. LIGHTING

POLICY:

Many early 20th century dwellings retain original exterior light fixtures at the porch ceiling or adjacent to the main entrance. Distinctive tinted globes and the "box" shaped fixtures for Colonial Revival and Tudor Revival dwellings are part of a building's character and should be preserved and maintained. If original light fixtures are missing, light fixtures with simple designs and detailing are preferred to large, ornate colonial or "Williamsburg" style fixtures. Many companies now provide light fixtures based upon historic designs and the addition of these types of period fixtures is appropriate and encouraged.

Lighting:

- A. fixtures original to the building should be preserved and maintained.
- B. fixtures introduced to the exterior of a structure should be consistent with the style and scale of the structure, and mounted on porch ceilings or adjacent to entrances.
- C. for security, such as flood lights, should be mounted on rear or sides of buildings rather than on the front. Floodlights mounted in the front yard to illuminate the front of the house are acceptable.
- D. for sidewalks and front yards should be of small footlights rather than post-mounted fixtures.



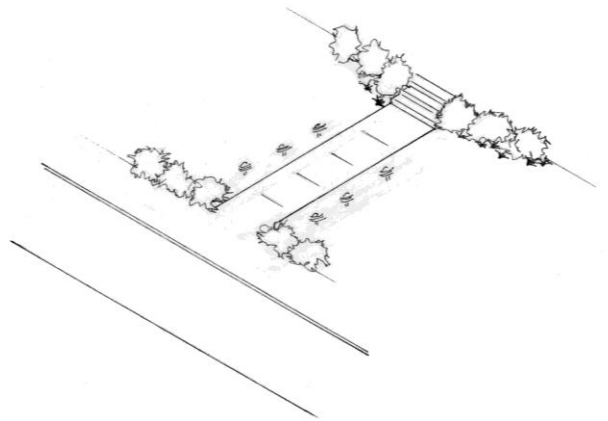
Preserve and maintain historic light fixtures



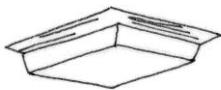
Preserve and maintain original light fixtures (2132 Rivermont).



Appropriate footlights for walkways.



Footlights are appropriate for walkways



Appropriate porch ceiling light fixtures.

13. PAINT AND PAINT COLORS

POLICY:

Paint colors require review but most colors are readily approvable as long as they are not loud, garish, or incompatible with a building's architectural style. Property owners are encouraged to select colors to highlight architectural details based on historic tradition for the building's type and style.

Paint and Paint Colors:

- A. should be appropriate for the preservation of historic structures.
- B. should be in keeping with the architectural style of the building.

Architectural Styles and Recommended Palettes

Federal:

Light colors were used for frame and brick dwellings built in this style. Trim typically matched the body color with accents such as shutters in contrasting darker tones.

Body – White, Pale Yellow, Cream

Trim and Accents – White, Cream; Black, Dark Green, Dark Brown, Dark Red.

Greek Revival:

These dwellings were also typically painted in light or pale shades with either matching or contrasting trim.

Body – White, Off White, Pale Yellow, Light Gray, Pale Blue, Pale Green

Trim and Accents – White, Dark Green, Black

Gothic Revival:

Gothic Revival dwellings were often painted in soft earth colors, especially gray. Trim was painted in a contrasting shade of the basic colors.

Body – Pale Yellow, Light and Medium Gray, Light Brown

Trim and Accents – White, Grays, and Browns

Italianate:

Warm earth tones were commonly used for this style of dwelling with trim in the same color in a slightly darker or lighter shade.

Body – Cream, Browns, Grays, Greens

Trim and Accents – Cream, Browns, Grays, Greens

Second Empire:

Similar to Italianate, this style also used warm earth tones with trim in the same color in a slightly darker or lighter shade.

Body – Cream, Browns, Grays, Greens

Trim and Accents – Cream, Browns, Grays, Greens

Queen Anne/Folk Victorian:

These dwellings had a diversity of colors using contrasts for the body and trim.

Body – Tan, Red, Green, Brown

Trim and Accents – Darker colors such as Dark Olive, Salmon Red, Dark Brown.

Colonial Revival

Light colors predominated for dwellings in this style.

Body – Yellow, Light Gray, Light Blue

Trim and Accents – White, Off-White, Cream

Georgian Revival

Light colors also dominated for dwellings in this style.

Body – Yellow, Light Gray, Light Blue, Gray Blue

Trim and Accents – White, Off-White, Cream

American Foursquare

As a variation of the Colonial Revival style American Foursquares generally had simple color schemes with one color for the body and one color for the trim. Light colors predominated for dwellings in this style.

Body – Yellow, Light Gray, Light Blue, Light Green

Trim and Accents – White, Off-White, Cream

Tudor Revival:

Darker colors such as earth tones were used. Dark stains were also used in place of paint. Brick, stone, stucco and concrete were generally left unpainted.

Body – Brown, Green, Gray, Dark Red

Trim and Accents – Reds, Browns, Greens and shades of Tan

Craftsman

Craftsman dwellings with exteriors of brick were generally left unpainted as were those with exteriors of stained wood shingles. Frame Craftsman dwellings were generally painted in shades of gray or brown with dark trim colors.

Body – Gray, Light and Medium Brown

Trim and Accents – Dark Brown, Maroon, Dark Olive and Dark Green



Removal of original paint and priming the wood surface helps to ensure a long lasting paint job (1102 Federal Street).



Paint colors can be used to highlight architectural details (509 Cabell Street).

14. PORCHES

POLICY:

Porches are one of the most important defining characteristics of pre-1955 residences. Original porches should be repaired and maintained. Porches on the fronts of residences should not be enclosed with wood or glass panels although the screening of porches on the fronts of residences may be considered. If replacement of porch elements is required, use materials to closely match original or historic components. If the original porch is missing, construct a new porch based upon photographic or physical evidence, or base the design upon historic porches of district buildings built at the same period and in a similar architectural style. In some cases turn of the century dwellings had their original porches removed and replaced with a later style/period porch. These porches reflect the building's historical evolution and may be significant features in their own right.

Porches:

- A. on front and side facades should be maintained in their original configuration and with original materials and detailing. Porches should not be removed if original. Where original porches have already been removed and a subsequent generation porch exists, removal of the current generation porch and restoration to the original style may be considered based on the condition of the current porch, photographic or architectural evidence of the original porch and any historical significance that may be attributed to the current porch.
- B. and their details should be retained intact with repair work and replacement of missing parts, such as columns, posts, railings, balusters, decorative molding and trimwork, to match the original in design, materials, scale, and placement.
- C. on the fronts of dwellings should not be enclosed.
- D. on the rear and sides of dwellings may be enclosed when not visible from the street and if the height and shape of the porch roof is maintained.
- E. of wood should have wood steps, not brick or concrete steps.
- F. of brick, concrete or tile may have similar materials used for rebuilding front steps and stairs if needed. The use of pre-cast concrete steps for front porches is not appropriate.
- G. may be screened if the structural framework for the screen panels is minimal and the open appearance of the porch is maintained. Wood framing for the screen panels is preferred, however, anodized or baked enamel aluminum frames are also acceptable. The use of "raw" or milled aluminum framing is not appropriate. Limited use of lattice panels for privacy may also be acceptable. See Section 18 for additional discussion.

H. may have trellises of wood for plants if desired.

I. of wood on the primary façade should have wood tongue and groove flooring running perpendicular to the facade. The use of composite or synthetic materials matching both dimensions and profile of traditional tongue and groove porch flooring can be considered for porch floors when painted.



Cast iron porch at 307 Washington Street.



Italianate style porch at 917 Federal Street with square columns and eave brackets.



Doric porch columns at 822 Federal Street.



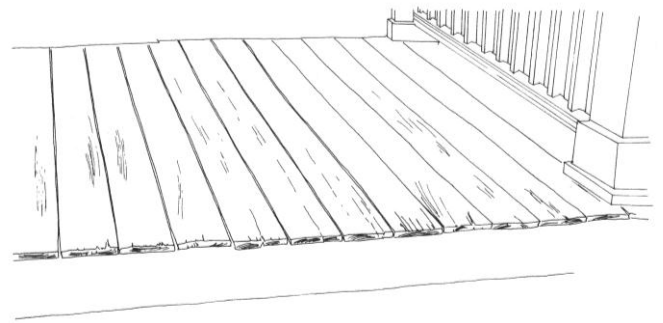
Queen Anne style porch with milled columns and wood shingle railing at 1456 Rivermont Avenue.



Tapered Craftsman style porch columns at 1314 Clay Street.



Porches should be rebuilt based on physical or photographic evidence. If no such evidence exists base the design from similar architectural styles in the district (310 Madison Street).



Wood porch floors should be repaired with floorboards to match the original.



Colonial Revival style porch at 3116 Rivermont Avenue with Corinthian columns.

15. PORCH COLUMNS AND RAILINGS

POLICY:

Historic porch columns and railings should be retained and repaired with materials to match the original. If the original porch columns and railings are missing, replacement porch columns and railings should be appropriate for the dwelling's architectural style.

Porch Columns and Railings:

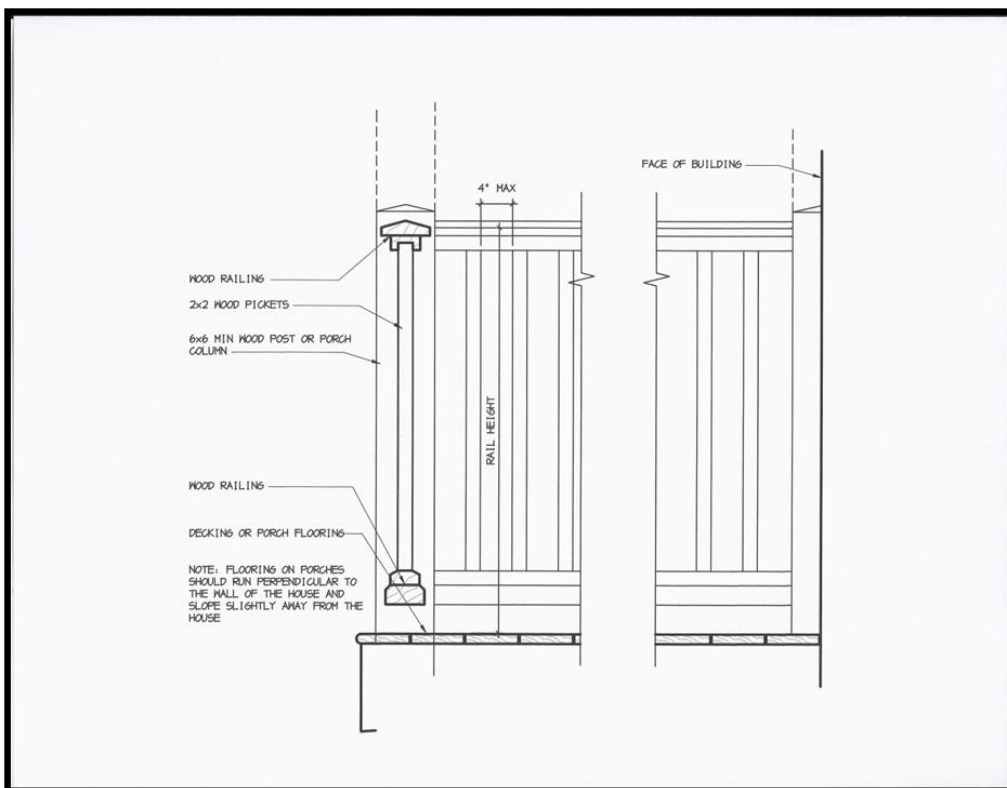
- A. should be preserved and maintained. If repair is required, use materials to match the original in dimensions, scale and detailing.
- B. often deteriorate first at the bottom next to the porch floor. If this is the case, consider sawing off the deteriorated area and replacing this section rather than replacing the entire column.
- C. of aluminum, wrought iron, vinyl, or other modern materials are typically not appropriate for front porches. The use of composite or fiberglass Classical Order columns, matching both dimension profile and texture of traditional columns, may be considered.
- D. on front porches should be rebuilt in historic designs if the original columns and railings are missing. For Queen Anne and Folk Victorian styles of the turn of the century, milled porch columns are appropriate and are readily available from wholesale companies. These porch columns are generally 8' in height and have widths and depths of 4" to 6". For American Foursquare porches round, square, or tapered square wood columns or posts are best. Although generally not available at wholesale hardware stores, they can be ordered from milling companies. These columns should fit the porch height and, if round, have diameters of no less than 6" and no more than 14". Square posts or tapered square posts should be a minimum of 8" and a maximum of 14" in depth and width.
- E. on front porches may require new newel posts. Porch newel posts in historic designs are readily available and are generally 4' high and measure 4" in width and depth. The "ball top" newel post is best for Queen Anne or Folk Victorian porches. The "V-Groove" post is acceptable for Queen Anne, Folk Victorian, and American Foursquare dwellings.
- F. on front porches may require new balusters for the railing. Porch balusters (also called spindles) are readily available in historic designs from wholesale hardware stores. Milled spindles measuring 3' high and 2" in diameter are best for Queen Anne and Folk Victorian dwellings. Balusters or spindles which are smaller than 2" in diameter are not appropriate for exterior porches. Square balusters which are 3' high and 2" to 3" in width and depth are best for American Foursquare and Colonial Revival dwellings.



Wood milled porch columns and railings help define this building's style (518 Washington Street).



This milled column and railing are essential to this property's character (317 Cabell Street).



Typical Rail Detail

16. ROOFS

POLICY:

Original roof forms should be preserved and maintained. If additions to roofs are desired such as new dormers or skylights, these should be added at rear or side rooflines that are not visible from the street. Historic roof materials such as metal standing seam, clay tiles, or slate should be repaired and preserved. If repair is no longer practical, replacement with an appropriate substitute material is appropriate.

Roofs:

- A. should be preserved in their original size, shape and pitch, with original features (such as cresting, finials, cupolas, etc.), and, if possible, with original roof material.
- B. of slate should be repaired with new slate to match. If deterioration is extensive consider removing slate from rear roof surfaces in order to repair slate on the main and readily visible facades. If overall removal is demonstrated as necessary, the use of faux-slate materials will be considered. The substitution of asphalt or fiberglass simulated slate shingles for slate is not acceptable.
- C. of standing seam metal should be repaired. If replacement is necessary the new roof should match the original as closely as possible in dimensions, seam crimping, and seam spacing. Historically correct commercially available roof coatings may be considered for repairs. The HPC Secretary has information on acceptable materials.
- D. should not have new dormers introduced on front facades but may have dormers added on rear facades or secondary facades where not noticeably visible if in keeping with the character and scale of the structure.
- E. should not have skylights, decks, or balconies added where visible from the street.



If repair and replacement is not possible, the use of faux slate shingles may be appropriate.

Original slate roofs should be preserved, maintained and repaired.



Original metal standing seam roofs should be maintained and repaired if needed (602 Washington Street).



Original metal shingle roof at 429 Rivermont Avenue.



If replacement is necessary use a metal seam roof similar in dimensions, spacing and crimping as the original.



Roof features such as dormers should be preserved and maintained (3104 Rivermont Avenue).



Original clay tile roof at 2701 Rivermont Avenue.

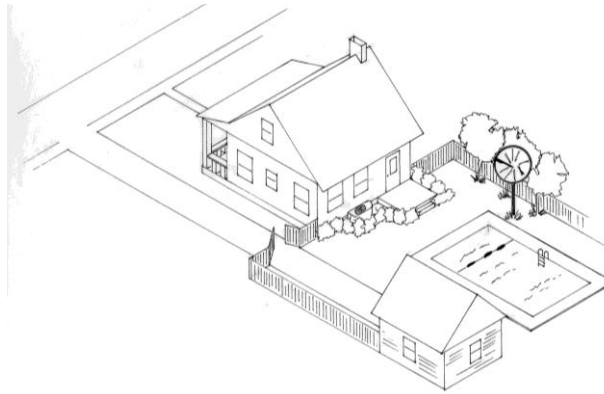
17. SATELLITE DISHES/SOLAR PANELS/VENTS

POLICY:

Satellite dishes may be installed in a locally designated district. Every effort should be made to site them in rear yards, along side yards, or along roof lines not readily visible from the street. As non-historic features, smaller, rather than larger dishes are preferred.

Satellite Dishes/Solar Panels/Vents:

- A. whenever possible, should not be installed in front yards or where visible in side yards.
- B. whenever possible, should not be mounted on the primary or readily visible facades of a building.
- C. that are mounted in yards should be screened by lattice panels, fencing or landscaping.



Satellite dishes should be mounted in rear yards or on rear facades



Low shrubbery in front of this dish would help screen it from view (2132 Rivermont Avenue).

18. SCREENS FOR PORCHES AND DOORS

POLICY:

Screen panels for porches and screen doors for entrances are appropriate if the structural framework is kept to a minimum to retain the open appearance of the porch and the visibility of the historic door behind the screen door.

Screens:

- A. may be added to porches if the structural framework for the screen panels is minimal, and the open appearance of the porch is maintained, and the panels are situated behind porch columns, posts, and railings. Screened-in porches should typically be located on rear or side facades.
- B. screen doors should be preserved and maintained if original.
- C. screen doors if new, should be consistent with the style of the house, be of wood, and full-view or with structural members aligned with those of the original door.
- D. screen windows should be wood or baked-on or anodized aluminum and fit within the window frames, not overlap the frames.



Screening in front porches is appropriate as long as the framing is kept to a minimum and original porch columns and railings are preserved and maintained.



Original screen doors should be preserved and maintained (2721 Rivermont Avenue).



Replacement screen doors should be of the appropriate period of the building (118 Madison Street).

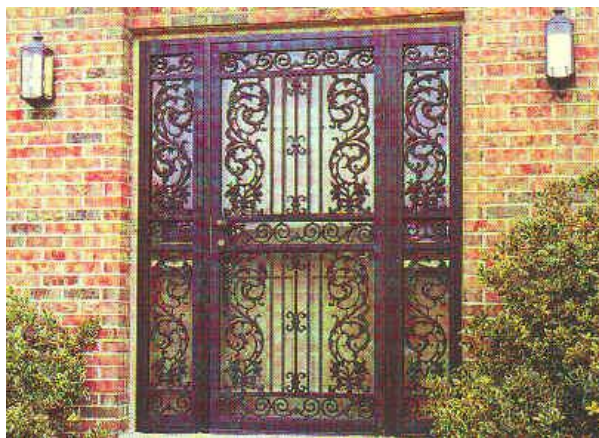
19. SECURITY DOORS AND WINDOWS

POLICY:

The installation of security doors and window bars on rear and non-readily visible side facades can be approved. Although less appropriate on main facades, security doors may be installed if they are full view design or have minimal structural framing which allow the viewing of the historic door behind it. Ornate security doors with extensive grillwork or decorative detailing are not appropriate for entrances on the primary facade. Window bars on primary facades should also be as visually unobtrusive as possible.

Security Doors and Windows:

- A. are generally not appropriate for primary facades but are acceptable for rear and side facades not visible from the street.
- B. should be full-view, without ornate or decorative grillwork.
- C. that are original to historic dwellings should be preserved and maintained.



Security doors with ornate grillwork should not be added on main facades.



More appropriate security doors.

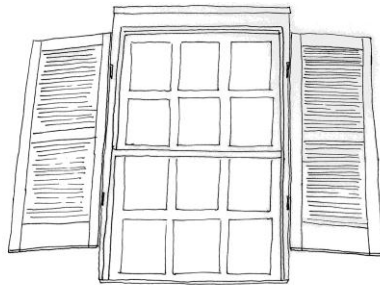
20. SHUTTERS

POLICY:

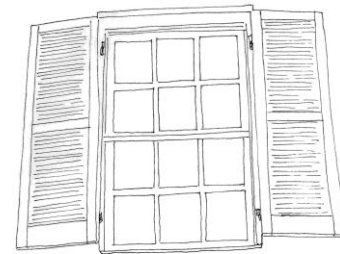
Window shutters were common for historic houses and had practical uses to block the sun in the summer and to protect windows during storms. With the widespread use of air conditioning in the mid-20th century, window shutters became more ornamental than practical and many original shutters have been removed. Original shutters should be preserved and maintained. The addition of new shutters should be of wood and with dimensions that match the window opening.

Shutters:

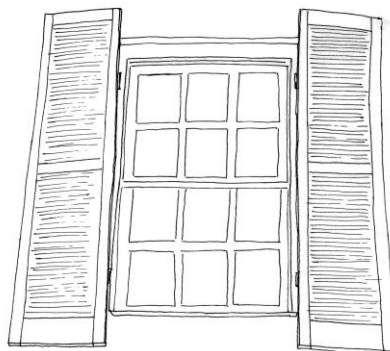
- A. that are original to the dwelling should be preserved and maintained.
- B. should not be added unless the building originally had them, the shutters are of louvered wood construction or another appropriate historical style, and the shutters will fit the window opening (so that if closed, they would cover the window opening as originally intended).
- C. of vinyl or fiberglass construction are not allowed. These shutters have exaggerated wood graining which is not compatible with historic dwellings.
- D. should be attached to the window frame with appropriate hangers or hinges and not attached directly to the façade wall.



Incorrect Mounting



Correct Mounting



Appropriate shutters at 303 Cabell Street

21. SIDING

POLICY:

Exterior siding materials such as weatherboard, clapboard, shingles and board and batten cladding are essential components defining a building's architectural character. The concealment of original siding with vinyl, aluminum, or other synthetic sidings will not be approved. These siding materials do not successfully imitate the original siding dimensions or texture and there are potential structural problems inherent in the use of these materials on historic buildings. These materials may also not be cost effective compared to continued maintenance and painting of the original siding.

Siding:

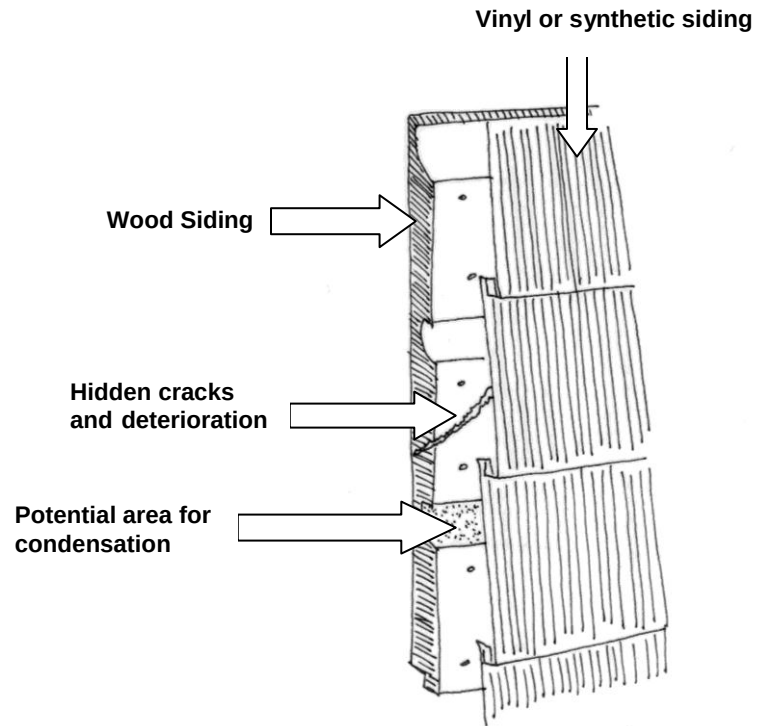
- A. of wood, stucco, concrete block, and brick exteriors original to a building should be repaired. Original siding materials should be replaced only where necessary.
- B. of shingles original to the building should be repaired rather than replaced. If replacement is necessary due to deterioration, the new shingles should match the original in size, placement, and design.
- C. of wood on front and side elevations facing or visible from a street which is deteriorated should be repaired or replaced with wood siding to match the original. Synthetic or substitute materials which effectively replicate the texture and appearance of wood (i.e. fiber-cement (hardiplank) will be considered for siding replacement of horizontal/clapboard siding for rear or side elevations.
- D. previously added to a historic building such as aluminum, asbestos, and vinyl are not compatible materials and their removal and the restoration of the original wood siding is highly encouraged.
- E. of synthetic or substitute materials such as vinyl or aluminum over original wood siding is not appropriate and their use will not be approved except to repair existing in-kind siding or on nonconforming structures. .



Siding materials such as wood shingles and weatherboard should be preserved and maintained (1407 Harrison Street).



Original siding should be repaired and repainted as necessary (503 Washington Street).



Wood deterioration can be accelerated by the application of synthetic sidings.



Exterior materials such as stucco should be repaired as needed and preserved (2312 Rivermont Avenue).



Original wood siding at 1000 Harrison Street.



Concrete block in rock-faced and ashlar finishes was also used in Lynchburg's historic districts in the early 20th century (2450 Rivermont Avenue).

22. SKYLIGHTS

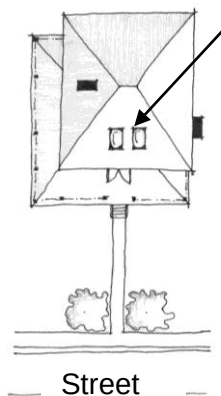
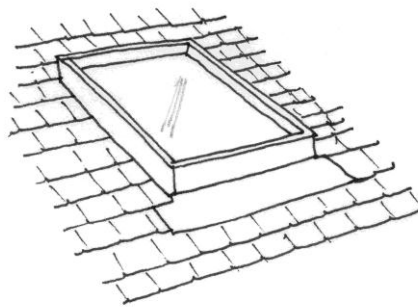
POLICY:

The installation of skylights is appropriate as long as they are placed on rear roof lines, behind gables or dormers, or otherwise not visible from the street. Skylights which are flush with the roofline or lie flat are appropriate.

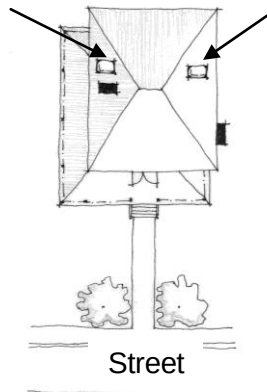
Skylights:

- A. should not be added where visible from the street. Skylights should be placed at rear roof lines or behind gables and dormers.
- B. should be flat or flush with the roofline, not convex or "bubble" designs unless they are not readily visible from the street.

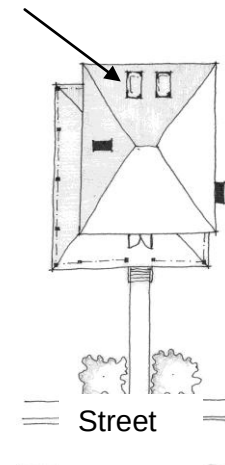
Preferred skylight design



No



No



Yes

Skylights should be mounted on rear facades not readily visible from the street.

23. STAIRCASES AND STEPS

POLICY:

Wood stairs accessing porches should be rebuilt and replaced with new wood stairs to match the original. Original concrete or brick steps and stairs should also be retained and repaired with materials to match.

Staircases and Steps:

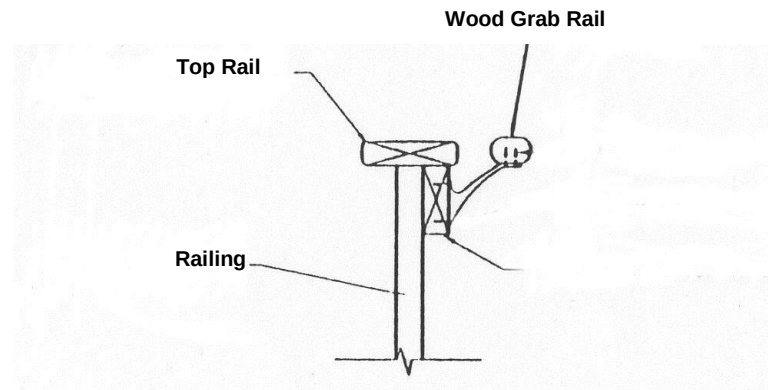
- A. original to a property should be retained. Wood, concrete and brick stairs should be repaired with materials to match the original.
- B. on porches with wood floors should be replaced with wood rather than brick or concrete. The addition of brick, concrete, wrought iron steps for front porches of wood is discouraged but acceptable. Pre-cast concrete steps should not be added at entrances which are readily visible from the street.
- C. which are new should be designed with “graspable” handrails which are no larger than 1-1/2” in diameter. These handrails can be attached to existing historic staircases when required to meet codes.
- D. of cast iron should be preserved and maintained.
- E. which never had handrails may have wood or metal handrails added if they are in keeping with the style and design of the building.



Appropriate rebuilt staircase at 202-204 Harrison Street.



Rebuilt wood stair at 800-802 Rivermont Avenue.



Graspable handrails should be added to meet codes where required.



Original cast iron stairs should be preserved and maintained (602 Washington Street).



Original concrete stairs should be repaired as needed and maintained (478 Rivermont Avenue). Appropriate handrails may be added for insurance and/or code compliance.

24. STORM WINDOWS AND DOORS

POLICY:

The installation of storm windows and doors can help in lowering energy costs and are appropriate for older dwellings. Storm windows should be full-view design or have the central meeting rail at the same location as the historic window behind it. Windows and doors shall match the window trim color. Unfinished aluminum storm windows and doors will not be approved.

Storm Windows:

- A. should be baked-on enamel or anodized aluminum and fit within the window frames, not overlap the frames. Mill finish aluminum should be painted to match the window trim.
- B. should be full-view design or with the central meeting rail at the same location as the historic window.
- C. with built-in lower screen panels are appropriate.
- D. may also include interior storm windows.

Storm Doors:

- E. should be of full-view design and of wood or aluminum with baked-on enamel of compatible trim color .



Storm windows should be of full view design or with meeting rails to match the historic window such as at 2460 Rivermont Avenue.



Storm doors should be full view design in order to expose the historic door behind it (313 Madison Street).

25. WINDOWS

POLICY:

Windows should be maintained or repaired to match the original design. If windows are deteriorated beyond repair, the installation of new wood windows to match the original designs is recommended. Windows of baked enamel or anodized aluminum are also acceptable, but these are more appropriate at the rear or sides of dwellings that are not visible from the street. Vinyl windows will generally not be approved. Original window openings should not be covered or concealed. They should also not be partially enclosed for the installation of smaller windows. New window openings should not be added on the fronts of dwellings and are discouraged but may be acceptable at the rear or sides if not visible from the street. The addition of window screens to historic windows is appropriate as long as the screens are full-view design or have a central meeting rail to match the historic window.

Windows:

- A. should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- B. should not be added to primary facades or to side facades where readily visible from the street. The addition of new window openings on rear facades may be acceptable.
- C. should be repaired rather than replaced. A variety of methods and techniques exist for the repair of historic windows. The property/home owner must allow for visible inspection and/or provide physical evidence/pictures to support their claim that windows are not repairable. If the HPC determines that replacement is necessary due to severe deterioration, the replacement should be in-kind to match the originals in material and design. The installation of baked enamel extruded aluminum windows may be acceptable. If aluminum windows are applied they should match historic wood windows as closely as possible in their profile, depth of muntins and surrounding trim. The use of vinyl windows for replacement of deteriorated windows is not generally acceptable. Although discouraged, they may be considered for use at rear facades not readily visible from the street..
- D. of steel or other metal designs and that are historic should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.
- E. should not have snap-on, interior or flush muntins. These muntins are much thinner in profile than the muntins on historic windows and don't provide the window with the appearance of a historic window. Simulated Divided Lights (SDL), where the muntin is on the outside of the exterior glass visually creating the appearance of a historic window is an acceptable alternative.
- F. screens and/or storms: should be of full-view design and of wood or aluminum with baked-on enamel of compatible trim color or anodized in dark colors

G. should not have security bars where visible from the street.



Preserve and maintain original historic windows such as six-over-one wood sash (2308 Rivermont).



Original steel casement windows of the 20th century should also be repaired as needed and retained.



Replacement windows of wood are preferred when replacing wood windows.



Extruded Aluminum clad windows may also be appropriate.

VIII. GUIDELINES FOR NEW CONSTRUCTION

The vacant lots in Lynchburg provide development opportunities for new construction. New construction is welcome when it is compatible with properties along a block or street. **Compatible** means reinforcing typical features that buildings display along the block such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights. New buildings which are replications or reproductions of historic designs are also appropriate for Lynchburg's historic residential areas. It is important that new construction coordinate with the dwellings found along its specific block. A design that may be appropriate along one block may not work for a different block. Each new building has to be evaluated within its exact location and context.

1. ADDITIONS TO BUILDINGS

POLICY:

In planning additions the best approach is to site additions where they will not be visible from the street, or where they will have the least effect on the building's overall form and plan. The rear of buildings is the best locations for the addition of rooms, wings, porches, or decks. Enlarging a structure through adding additional stories is not appropriate except at rear roof lines which are not readily visible.

Additions:

- A. should be located at the rear of buildings, not on the front or sides of buildings which are readily visible from the street.
- B. should be secondary (smaller and simpler) than the original building in scale, design, and placement.
- C. should be of a compatible design in keeping with the original building's design, roof shape, materials, color, and location of window, door, and cornice heights.
- D. should not imitate an earlier historic style or architectural period. For example, a Victorian-era Queen Anne style rear porch addition would not be appropriate for a Colonial Revival house.
- E. may be designed to appear distinguishable from the historic building. The recommended approach is for additions to reflect characteristics of the current period in design but compatible with the original building.
- F. should be built in a manner that avoids extensive removal or loss of historic materials and which does not damage or destroy the main architectural features of the building.

- G. should keep the exterior walls of the original building as intact as possible and use existing door and window openings for connecting the addition to the building.
- H. should not be made through framing or glassing in the front porch or a prominent side porch.
- I. should not be made through the addition of new stories at a readily visible roofline.
- J. should be of materials compatible with the historic fabric of the house. The use of approved synthetic materials may be considered. (See Sub-Section 3.I: New Buildings/Material and material color,
- K. should not have skylights, decks, or balconies added where visible from the street.



Appropriate size and scale for rear porch.



Appropriate size and scale for rear addition.



Appropriate scale for rear additions



Main façade...



...and added rear wing which is not readily visible from the street.



Main façade...



...and appropriately scaled rear addition.



Main façade...



...and appropriate two-story wing.

2. ROOFLINE ADDITIONS: DORMERS

POLICY:

If additions to roofs are desired such as new dormers, these should be added at rear or side rooflines that are not visible from the street.

Dormers:

- A. should be in keeping with the character and scale of the dwelling.
- B. should not be introduced on front facades, but dormers may be added to rear or secondary facades where not readily visible.
- C. and other roof additions such as decks, or balconies should not be added where readily visible from the street.



Compatible new gable dormers on the rear façade.



Appropriately scaled rear dormer addition which is recessed from the side gable roofline.

3. NEW BUILDINGS

POLICY:

New construction of primary buildings should maintain, not disrupt, the existing pattern of surrounding historic buildings along the street.

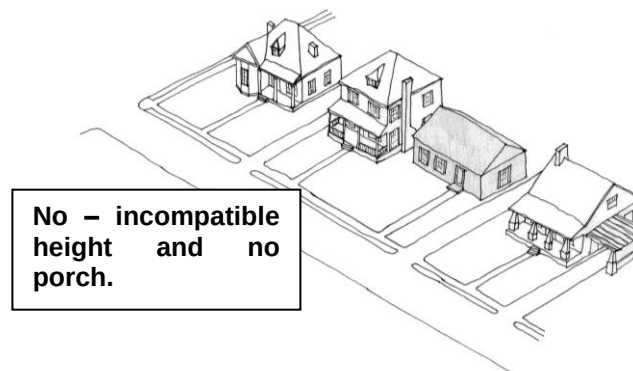
Primary Buildings



Vacant lots such as at the corner of Byrd and Rivermont offer opportunities for infill construction.

New construction of primary buildings should maintain, not disrupt, the existing pattern of surrounding historic buildings along the street by being similar in:

A. **Shape.** Variations of rectangular and square forms are most appropriate for the district;



New construction should be in keeping with adjacent properties in height and porch configuration.

B. **Scale (height and width).** Most residential areas of Lynchburg have zoning that restricts new construction to no more than two-and-one-half stories or forty feet in height. This maximum height would be appropriate for most blocks in the city's historic

areas. On blocks which have predominately one-story buildings, new construction of one-to two-stories would be more appropriate;



New construction should be consistent in roof forms, heights and spacing.

C. Roof shape and pitch. Roof slope ratio for new construction should be a minimum of 6:12 to a maximum of 12:12 (6:12 refers to six inches of rise to 12 inches of run in measuring slopes). Roof forms of gable and hipped variations are more appropriate than those of flat, mansard, or gambrel forms. Flat roofs are generally appropriate only for commercial buildings;

D. Orientation to the street. All buildings should have at least a secondary entrance and some type of entry porch on the front of the building. Most buildings in Lynchburg have their fronts oriented towards the street and this characteristic should be maintained by new construction;

E. Location and proportion of porches, entrances, windows, and divisional bays. Porches should have roof forms of gable or shed design and at least cover the entrance. Porches which extend partially or fully across the main facade are recommended. Porch columns and railings should be simple in design in square or round shapes. Columns should be a minimum of six inches and a maximum of ten inches square or in diameter. Porch railings should have balusters which are no more than two inches square or in diameter. New windows should be rectangular sash whose proportions on the main facade should not exceed three-to-one in a height to width ratio or be any less than two to one in height-to-width (two-to-one proportions are preferred). No horizontal sash or awning type windows should be placed on the fronts of buildings. The use of plastic or "snap-in" muntins (window pane dividers) is not permitted;



New construction should be consistent with existing foundation and floor to ceiling heights.

F. Foundation height. Height of foundations should be a minimum of 1 foot, six inches above grade. No slab foundations or at-grade foundations should be utilized on the fronts or visible sides of buildings. Foundation heights should be consistent with the average heights of other buildings on the street;

G. Floor-to-ceiling heights. Floor to ceiling heights should be consistent with the majority of buildings along the block and the surrounding neighborhood;

H. Porch height and depth. Porch heights should be consistent with those of adjacent buildings. Porch depths should be a minimum of six feet;

I. Material and material color.

Foundations: Most foundations are of brick, poured concrete or concrete block. Poured concrete is more appropriate than concrete block. If concrete block is used, a stucco wash is recommended to provide a smooth surface. Split faced concrete block is also an acceptable foundation material.

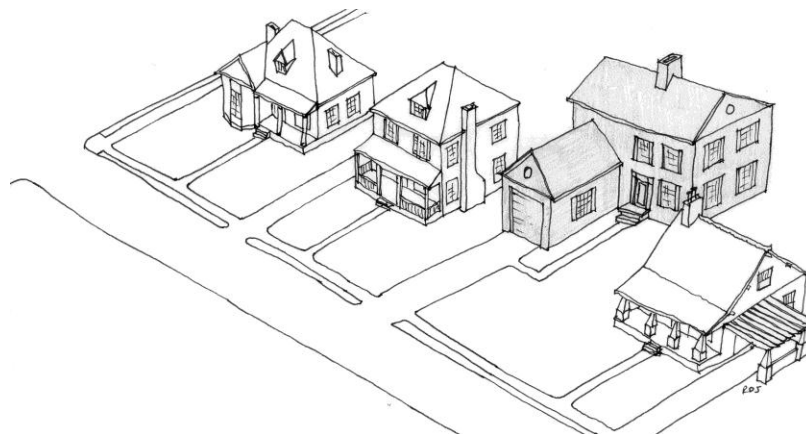
Brick Dwellings: If the new construction is of brick, the brick should closely match typical mortar and brick color tones found in the district and along the block. White or light mortars provide too much contrast with typical dark brick colors and should be avoided.

Frame Dwellings: If the new construction is of frame, the preferred exterior material is horizontal wood siding which is a minimum of four inches and a maximum of six inches in width. The use of cementitious siding is also acceptable as long as it meets these size recommendations. Vertical board siding is not appropriate for new construction on the fronts or sides of buildings. The use of vinyl or aluminum siding is not considered appropriate and will not be approved.

Windows: Wood construction is preferred for windows, especially those on the fronts of buildings. The use of dark anodized or baked enamel aluminum windows or storm windows is appropriate. Although discouraged, the use of vinyl clad windows may be considered for use at rear facades not readily visible from the street.

J. Details and texture. The width of window and door trim should match the typical window and door trim of historic buildings along the block and surrounding area. New construction should have details consistent with adjacent historic buildings including eave widths, soffit details, and fascia boards.

K. Placement on the lot. Front and side yard setbacks should respect the setbacks found along the block on which the building is sited. Placement of a building on the lot should be located at the original setback.



Garages should not be placed on primary facades in historic areas. This new dwelling is also incompatible with its setback and lack of a front porch.

Secondary Buildings

Secondary Buildings such as garages, carports, garden sheds and other outbuildings should be:

- L. located on rear or side facades, not on primary facades. Free-standing carports shall be located at the rear of buildings and shall not be readily visible from the street. Most readily available carport designs have flat roofs and metal support columns and are not compatible with older building designs
- M. smaller in scale than the primary building;
- N. simple in design but reflecting the general character of the primary building. For example, use gable roof forms if the main dwelling has a gable roof, hipped roof forms if the main dwelling has a hipped roof etc.;
- O. located as traditional for the street, near an alley or at the side of the dwelling, not close to or attached to the primary building; and
- P. compatible in design, shape, materials, and roof shape to the main building.
- Q. preferably of wood siding. However, if located along rear alleys or towards the rear of the lot, secondary buildings may have approved synthetic exterior siding materials such as hardiplank. Along rear alleys or rear lot lines, standard pre-fabricated buildings may be considered. Typically, the orientation of the siding (i.e. horizontal or vertical) should be consistent with the orientation of siding on the primary structure.
- R. historic in design and detailing. For garages, wood paneled doors are more appropriate than paneled doors of vinyl, aluminum, or steel. Wood paneled overhead roll-up doors are widely available and are appropriate for new garages.



This new dwelling is compatible with adjacent historic dwellings through its roof form and pitch, materials, fenestration and porch design.



New dwelling built in a gable front plan with appropriate detailing.



This new dwelling respects foundation heights, materials, roof forms and porch design.



This new dwelling combines both contemporary form with historic details.

IX. GUIDELINES FOR SITE AND SETTING

1. FENCES

POLICY:

Fences were used in Lynchburg to separate lots and to outline front yards. Fences were typically constructed of wood, cast iron, brick, stone, or woven wire. Lynchburg is notable for the amount and quality of its historic cast iron fences. Historic (pre-1955) fences should be preserved and maintained. The construction of new fences based upon historic designs and materials is also appropriate.

Fences:

- A. of cast iron, stone, metal (wire) or brick that are original to the property (or built before 1955) should be preserved, or if missing, may be reconstructed based on physical or pictorial evidence.
- B. of cast iron may be added to properties with buildings constructed to the early 20th century. Cast iron fences are not appropriate for buildings built after 1920.



Cast iron fence with manufacturer's plate at 822 Federal Street.

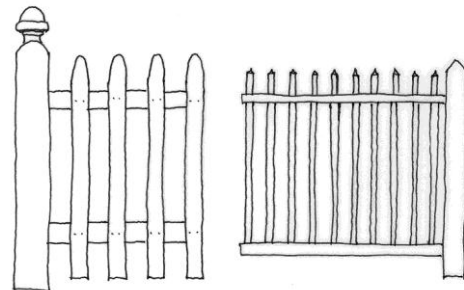


Acceptable woven wire fence design.

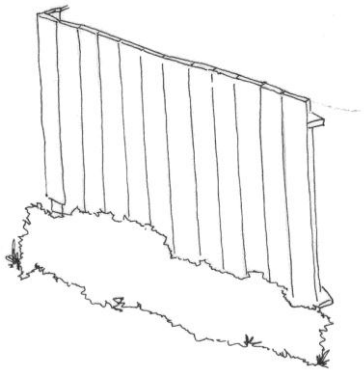
- C. of wood pickets are appropriate for front yards and should be painted or stained light, pale white or beige tones. Wood fences in front yards should be no taller than three feet, have pickets no wider than four inches and set no farther apart than three inches. Woven wire fences in front yards should also not be more than three feet tall.
- D. of wood boards for privacy should be located in rear yards and generally be no taller than six feet (most pre-fabricated wood fence sections are 8' wide by 6' high). Privacy fences of this height should be at least half-way back from the front to the back walls on the side of the house. Privacy fences of flat boards in a single row are more historically correct than shadowbox (alternating boards) designs but both designs are acceptable. Fences with flat tops, "dog ear", or Gothic (pointed tops) designs are all acceptable. "Stockade" designs are discouraged. Fences should be finished side visible to the outside of the perimeter, and stained or painted to blend with the building.
- E. of free-standing brick or concrete walls are not appropriate in front yards but are acceptable at rear yards and side yards not visible from the street.
- F. of split or horizontal rails, and of railroad ties or timbers, whether freestanding or as retaining walls, are not appropriate for front yards but may be added at rear yards or non-visible side yards.
- G. of chain link are not considered appropriate and will not be approved except for repairs to existing nonconforming fences resulting from the designation of the property/district as historic.



Appropriate wood picket fences in the 300 block of Harrison Street.



Recommended picket fence designs.



Recommended privacy fence design, finished side out.



Appropriate privacy fence at 416-418 Washington Street.



Stockade style fences (typically tall, solid board fences with “pickets” having flat side on the interior, and rounded side on the exterior) are discouraged.

2. WALLS

POLICY:

A number of lots in Lynchburg's overlay districts are outlined with stone or concrete walls. Typically these are low and are used to define the yard from the sidewalk. Historic (pre-1955) walls should be preserved and maintained.

Walls:

- A. of stone, concrete, or rock-faced concrete block that are original to a property (or erected before 1955) should be preserved, or if missing, may be reconstructed based on physical or pictorial evidence.
- B. should be repaired with materials which closely approximate the original.
- C. of stone, brick, or concrete may be added in front of a property if historically appropriate and consistent with the character of the district. Use of fabricated or faux stone is discouraged.



Original stone wall at 2024 Rivermont.



Stone retaining wall in the 900 block of Federal Street.



Stone retaining wall at 900 block of Federal Street



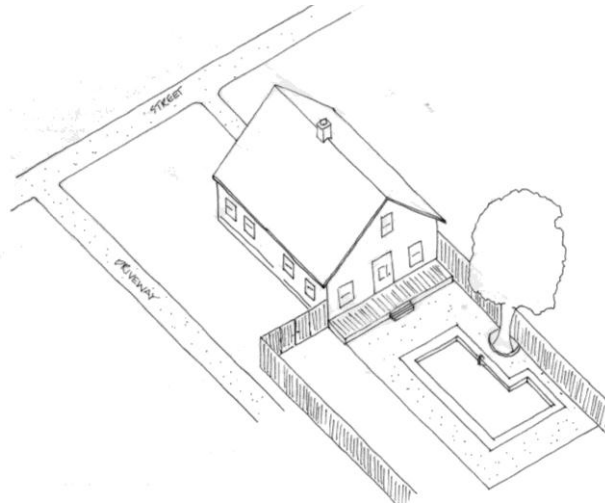
Concrete wall on Washington St.

3. LANDSCAPE ELEMENTS – POOLS, FOUNTAINS, GAZEBOS, PERGOLAS, PATIOS & HARDSCAPES

POLICY:

The installation of swimming pools, fountains, gazebos, pergolas, patios, etc. should be limited to rear yards. Swimming pools should be screened from view by fencing or landscaping.

- A. Installation of landscape elements including but not limited the examples above is subject to review by the HPC. Other landscape work (i.e. planting of natural vegetation, trees, gardens, etc.) that does not substantially alter the contour of a site or its historical character does not require a COA.
- B. Swimming pools should be sited at rear yards and screened from street visibility by fencing or landscaping.



C. Patios & Hardscapes

1. should generally be located in rear or side yards.
2. should be constructed of materials to include but not be limited to brick, brick pavers, colored concrete pavers, slate, flagstone, exposed aggregate concrete.
3. that require retaining walls should have the walls constructed of comparable materials. Wood landscape or railroad ties are discouraged.

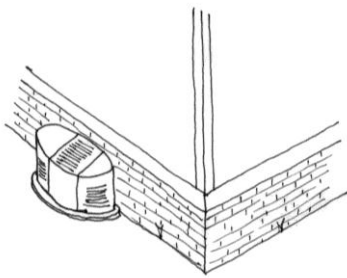
4. MECHANICAL SYSTEMS

POLICY:

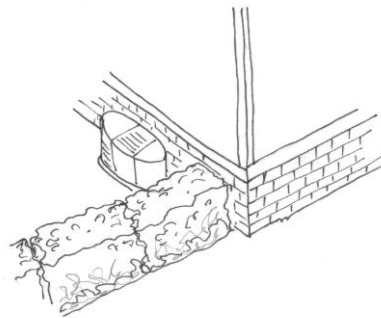
Modern air conditioning and heating units often require condensers and other units to be placed on the exterior. Heating and cooling units should be placed at rear or sides of buildings not visible from the street. The placement of these units at the front of buildings is not appropriate and should be avoided. Screening of these units through shrubbery, fencing, or lattice panels is highly recommended.

Mechanical Systems:

- A. should be located where they are not visible from the street.
- B. if visible on the sides of buildings, should be screened with shrubbery or fencing.
- C. such as window air-conditioners should be located in windows on the rear or sides of buildings and should not result in the removal or replacement of the original window sash or surround.
- D. such as solar energy panels should be located on rear sections of the roof, behind dormers or gables or other areas not visible from the street.
- E. such as electrical and gas meters and other mechanical equipment should be located on the rear or side of a building.



No



Yes

HVAC units should be screened with landscaping or fencing.

5. SIDEWALKS AND WALKWAYS

Policy

Lynchburg's Hill districts have a remarkable collection of brick, block and stone sidewalks and walkways while those in the Rivermont district are of concrete. These sidewalks and walkways are of particular significance in defining the character of these districts and should be preserved and maintained. Brick streets should also be preserved, restored and maintained. Use of stamped asphalt is encouraged when streets have already been paved with asphalt and is considered an acceptable, economic alternative when resources are not available for removal of asphalt and restoration to original street materials.



Restored brick surface on Cabell Street.



This section of Madison Street retains its original brick surface in the Garland Hill Historic District.



Brick sidewalk pattern in the 900 block of Federal Street.



Concrete sidewalk on the 2200 block of Rivermont Avenue.



Stone sidewalk in the 500 block of Washington Street.



Stamped asphalt – 13th Street on Diamond Hill



Brick texture and pattern in the 900 block of Federal Street.

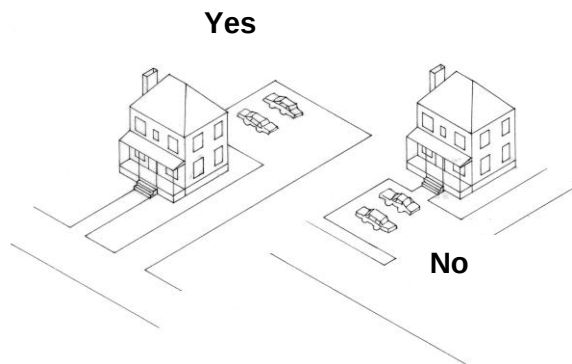
6. DRIVEWAYS AND PARKING LOTS

POLICY:

Historic driveway materials of brick, concrete and gravel should be preserved and maintained. New driveway or parking lot surfaces should be of concrete and brick rather than asphalt. Parking areas should not be sited in front yards but at side or rear locations.

Driveways and Parking Lots:

- A. that are original such as brick or concrete, should be preserved and maintained.
- B. that are new, should be located at the side or rear of the building.
- C. should be of brick, brown pea gravel, concrete, concrete exposed aggregate, or concrete tracks (narrow strips). Blacktop or asphalt driveways are not traditional to Lynchburg's overlay districts and are discouraged.
- D. should have their parking areas located in rear yards and be screened with hedges, shrubs, or fences where noticeable from the street.
- E. should not be sited in front yards unless original to the property.
- F. requiring new curb cuts to access driveways and parking lots should be kept to a minimum. The addition of curb cuts usually results in the removal of historic sidewalk materials, curbs, and retaining walls.
- G. for commercially-used houses, churches, apartment buildings, or schools should be located in rear yards if possible, but when necessary in a side yard, should be located no closer than the front wall of the structure.
- H. on vacant lots between buildings should align edge screening with front facades of adjacent buildings and on corner lots should have edge screening on both the primary and secondary street.



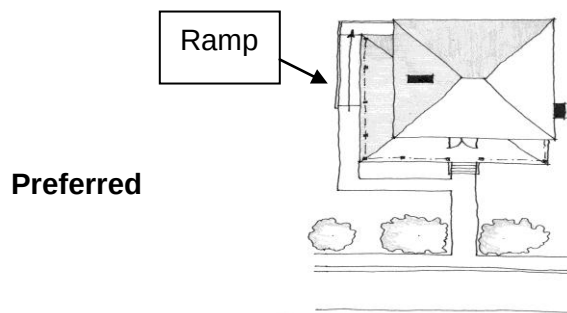
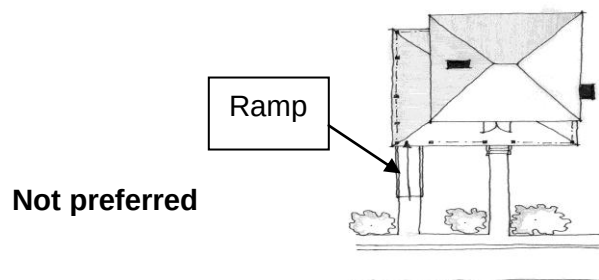
7. HANDICAP ACCESS RAMPS

POLICY:

Handicap access ramps should be sited at the rear or sides of buildings which are not visible from the street. Ramps of wood construction are most appropriate for Lynchburg's historic residential areas and the railings should be with simple designs or match the original porch railing in design and detailing. Ramp construction should not irreparably alter a property and should be built so that the building can be readily restored once the ramp is removed. Retain elements removed for ramp construction for future restoration.

Handicap Access Ramps:

- A. preferably should be located at the rear or sides of buildings. If a handicapped ramp must be placed on the front of a building it should be of wood construction rather than of brick, concrete, or metal. Brick, concrete, and metal ramps are more acceptable at rear and sides of buildings not visible from the street.
- B. of wood construction should be simple in design and configuration using square balusters in the railing and simple square handrails. Ramps may also be designed to match the original porch railing in materials, dimensions, and detailing. Ramps should be painted to match the color of the porch railing or the overall building paint color.
- C. should be screened with landscaping of low shrubbery to provide concealment.
- D. or mechanical handicap lifts should also be considered for installation at rear facades.



Handicap ramps should be sited on the side or rear rather than on the front of dwellings.



Handicap ramps should be of wood and designed to match the original porch railing.



Ramps may also be designed in keeping with the original porch railing as long as they are smaller and secondary to the original porch.



Ramps should be located on side or rear facades and screened with landscaping.



Handicap lifts should also be considered at rear locations when frequent usage is anticipated.

X. GUIDELINES FOR SIGNS

POLICY:

Lynchburg's overlay districts include areas which contain neighborhood commercial buildings or areas zoned for mixed use. Signs should be appropriate for historic buildings in their design and placement as well as meeting the City's sign ordinance.

Signs:

- A. which are historic such as painted wall signs should be preserved, maintained, and repaired when possible.
- B. should typically be of traditional materials such as wood, glass, or metal. Sandblasted wood signs are appropriate. Plastic substrate signs, plywood signs, or unfinished wood are not recommended however, alternative/ composite materials may be considered (i.e. Dibond – laminated aluminum over hard rubber core) depending on use and placement..
- C. should be sized in proportion to the building. Avoid oversized signs.
- D. should total no more than two signs and one sandwich board per building.
- E. that resemble logos or symbols for businesses are encouraged.
- F. should have no more than two or three colors - colors should be coordinated with overall building colors.
- G. should have traditional lettering such as serif, sans serif, or script lettering. Letters should not exceed 18 inches in height and cover more than 60% of the total sign area.
- H. should be located at traditional sign locations for neighborhood commercial buildings such as storefront beltcourses, upper facade walls (not to exceed 5% of the overall wall surface), hanging or mounted inside windows, or projecting from the face of the building. Appropriate sign locations for formerly residential properties include front yards, projecting from porches or eaves, and front walls.
- I. should have mounting brackets and hardware anchored into mortar not masonry.
- J. should have concealed lighting. Spot or up-lit lighting for signs is recommended. Internally-lit signs are not appropriate for commercial buildings in historic areas.



Preserve and maintain original wall signs (508 Cabell Street).



Appropriate free standing sign in front yard at 2460 Rivermont Avenue.



Free standing sign at the sidewalk at 2711 Rivermont Avenue.



Neighborhood commercial buildings in the 1200 block of Rivermont Avenue.



Appropriate sign locations for traditional neighborhood commercial buildings.

XI. GUIDELINES FOR DEMOLITION

POLICY:

Property owners shall not allow their buildings and structures to deteriorate by failing to provide ordinary maintenance and repair. The City's Historic Preservation Ordinance requires that historic properties be maintained in accordance with the standards of the Uniform Statewide Building Code. Demolition of a historic building that contributes to the character of the historic district will only be an action of last resort following review in accordance with the City's Historic Preservation Ordinance.

Note: Non-contributing structures are typically listed in the historical survey documentation and are not subject to the same rigid review as contributing properties/structures. A structure not listed on the historical survey documentation at the time the primary property/structure or encompassing area was designated as historic and which clearly lacks historic character in its own right or does not contribute to the property's historic character, may also be a non-contributing structure and could possibly be demolished pursuant to a determination by and approval of the HPC. However, due caution must be taken by the HPC to ascertain whether the property in fact is non-contributing. Interaction with local/ neighborhood historic/ preservation organizations/ societies is recommended where there may be questions regarding the property at issue. Public safety and welfare may be weighed more heavily in cases where the evidence of historical significance of the property does not exist.

Demolition:

- A. Historic properties must be maintained in accordance with the standards of the Uniform Statewide Building Code (information on file with the HPC Secretary). Property owners cannot allow buildings to deteriorate by failing to provide ordinary maintenance or repair. Section 118.5 of the USBC permits the local building official to allow emergency repairs when it is determined that there is any immediate danger of a building collapsing or falling due to neglect or lack of maintenance.
- B. of any original feature or part of a historic building should be avoided.
- C. of a building which contributes to the historic or architectural significance of a locally designated district cannot occur, unless public safety and welfare requires the removal of the building or structure;

1. a building has lost its architectural and historical value and its removal will improve the appearance of the neighborhood;
2. a building does not contribute to the historical or architectural character and importance of the district and its removal will improve the appearance of the neighborhood; or
3. the applicant has been unable to sell the property after having made an honest attempt to sell the building to an individual or organization that will preserve and restore the building.
4. the property owner has applied to and received approval from the city council.

D. Removal of exterior features for any reason, whether due to neglect, deterioration, damage or willful removal is a violation of zoning ordinance 35.1-44.1 and is subject to penalties. Removal of exterior features is not a violation if it is ordered by the building commissioner pursuant to the provisions of the Uniform Statewide Building Code. Provisions of the Uniform Statewide Building Code can be found at

http://www.dhcd.virginia.gov/StateBuildingCodesandRegulations/Virginia_Uniform_Statewide_Building_Code.htm.

COAs FOR DEMOLITION

In order for a property owner to demolish a historic landmark, building, or structure he or she must:

- 1) Apply to the City Council for such a right;
- 2) Make an honest attempt to sell the property to any individual or organization giving reasonable assurance to preserve and restore the building or structure;
- 3) Determine the market value of the property which can be determined by the City Assessor's records, or upon the owner's request by an Appraisal Committee appointed by the City Council. If after the fair market value has been determined and the owner has not been able to sell the property within the waiting time determined by the City, but not exceeding one year, the owner may receive permission for the demolition of the property from the HPC and obtain the necessary demolition permit from the City.
- 4) Allow for offers to sell as determined by the fair market value of subject property are:

\$25,000 or less.....	3 months
\$25,000 to \$40,000.....	4 months
\$40,000 to \$55,000.....	5 months
\$55,000 to \$75,000.....	6 months
\$75,000 to \$90,000.....	7 months
\$90,000 or more.....	12 months
- 5) If no offer to buy has come within the designated period, the owner can renew his request for demolition to the City Council.

XII. GUIDELINES FOR MOVING BUILDINGS

POLICY:

Lynchburg possesses a number of vacant lots that are appropriate locations for new construction or the relocation of pre-1955 dwellings. Moving buildings is generally considered a last resort to demolition and should be considered only if other means of preservation have failed. If a pre-1955 dwelling within or outside a locally designated district is threatened with demolition, it is appropriate to move the dwelling to one of the district's vacant lots for rehabilitation. A building moved into the district should respect the front and side yard setbacks, orientation, and foundation heights of the neighboring properties.

Moving Buildings:

- A. into a locally designated district may be appropriate if compatible with the district's architectural character through style, period, height, scale, materials, setting, and placement on the lot.
- B. that contribute to the historic and architectural character of a district should be avoided unless demolition is the only alternative.



LYNCHBURG HISTORIC DISTRICTS COMMERCIAL DESIGN REVIEW
GUIDELINES
LYNCHBURG, VIRGINIA

PREPARED FOR THE CITY OF LYNCHBURG, VIRGINIA



THOMASON AND ASSOCIATES, PRESERVATION PLANNERS
NASHVILLE, TENNESSEE
2007

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INTRODUCTION

Historic preservation is a major factor in the community and economic development of Virginia's towns and cities. A number of communities across the state have enacted historic district zoning, and historic preservation is now incorporated in many city and county planning efforts. The City of Lynchburg recognizes the importance of revitalizing older residential and commercial areas of the city as part of its economic goals.

The City of Lynchburg enacted historic district legislation within its overall zoning ordinance in 1976, and established a Historic Preservation Commission to provide guidance for exterior changes to existing buildings, new construction, and demolition within historic districts. The purpose of Lynchburg's historic zoning legislation is:

- ❖ To **promote** the public welfare through the creation of historic districts for the protection and preservation of historic buildings, structures, places, archaeological sites, and areas of historic interest;
- ❖ To **stabilize** and improve property values;
- ❖ To **promote** the development and maintenance of appropriate settings and environment for historic buildings and structures;
- ❖ To **encourage** new buildings and developments that will be architecturally compatible with existing historic buildings and structures;
- ❖ To **prevent** the encroachment of additions or new buildings and structures that are architecturally incongruous with the environs of the historic districts, and;
- ❖ To **promote** local historic preservation efforts and encourage the identification and nomination of qualified historic properties and districts to the National Register of Historic Places and the Virginia Landmarks Register.

To further the goals of historic preservation, Lynchburg adopted and printed "Commercial Historic Districts Design Guidelines: Downtown Lynchburg," in 1986. These design guidelines contained recommendations for rehabilitation and new construction in two state and national designated districts, Downtown and Lower Basin. The guidelines included within the previous manual and this revised edition are currently voluntary and there are no historic overlays in the downtown area which require review by the City's Historic Preservation Commission (HPC).

However, the preservation and retention of Lynchburg's downtown historic buildings is a key component of community planning. The *City of Lynchburg Comprehensive Plan 2002-2020* stresses the need to "Ensure that future development, redevelopment, and public improvements complement the scale and character, and respect the integrity of, designated historic districts and areas potentially eligible for designation."¹ The plan further states that "Demolition of historic buildings and erection of suburban style, low-density/intensity development is inappropriate."² Property owners are encouraged to follow the recommendations included within this manual. The revised design guideline manual was completed following extensive discussions and meetings with the HPC, City Staff, property owners, and representatives of the Virginia Department of Historic Resources.

¹ Department of Community Planning and Development, *Lynchburg Comprehensive Plan 2002-2020*, (Lynchburg: City of Lynchburg, 2002), 6.

² Ibid, 11.

City of Lynchburg

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I. INTENT AND PURPOSE

The *Lynchburg Commercial Design Review Guideline Manual* is intended to provide specific criteria for appropriate rehabilitation work, new construction, and demolition in Lynchburg's Court House Hill/Downtown Historic District and the Lower Basin Historic District. Design guidelines assist property owners to maintain and enhance the appearance of their property, keep up property values, and improve the livability of historic areas. Design guidelines help property owners understand the value and methods to preserve and maintain the essential character of their property.

WHY PRESERVE?

Historic Preservation is beneficial to cities and communities for a number of reasons.

Historic Preservation Promotes Quality of Life

Quality of life is becoming the critical ingredient in economic development, and historic preservation is an important part of this equation. Consider these points:

- More than any other man-made element, historic buildings differentiate one community from all others.
- Many quality of life activities—museums, theaters, and libraries—are located in historic buildings and downtown areas.
- The quality of historic buildings and the quality of their preservation says much about a community's self-image. A community's commitment to itself is a prerequisite for nearly all quality-of-life elements.
- Any community can duplicate another's water lines, industrial park, shopping mall, or tax rate. No community can duplicate another's historic resources.

Historic Buildings May Last Longer Than New Ones

The life expectancy of rehabilitated historic buildings may well be longer than that of new structures. Many buildings constructed thirty to forty years ago are of insufficient quality to justify their rehabilitation. Many buildings constructed today will also pose rehab problems in a few decades. The life expectancy of pre-1950 buildings is generally greater than those built in recent decades.

Historic Preservation Supports Taxpayers' Investments

Allowing downtown to decline is financially irresponsible. Every community has already made a huge investment in infrastructure such as sidewalks, lights, water and sewer lines, telephone and electrical lines, gutters and curbs, and roads and streets. If this infrastructure is underutilized it wastes taxpayer's dollars. Reusing historic buildings means reusing existing public infrastructure.

ECONOMIC BENEFITS OF HISTORIC PRESERVATION

In addition to enhancing the surrounding physical environment, how can the rehabilitation and preservation of older buildings help a community? Several studies conducted over the past decade have demonstrated that historic preservation is an economically sound, fiscally responsible, and cost-effective strategy that produces visible and measurable economic benefits to communities. The following are just some of the many economic benefits historic preservation can bring:

Historic Preservation Creates Jobs

Rehabilitation and revitalization projects create thousands of construction jobs annually, and **historic preservation creates more jobs than new construction**. Rehabilitation projects are more labor intensive than new construction. In new construction generally half of all expenditures are for labor and half are for materials. In a typical historic rehabilitation project, between 60 and 70 percent of the total cost goes toward labor, which has a beneficial ripple effect throughout the local economy. Labor for preservation projects – carpenters, electricians, plumbers, sheet metal workers, painters – is nearly always hired locally. And local wages are spent locally. In addition to construction, historic preservation also generates jobs for architects, accountants, attorneys, engineers, preservationists, real estate brokers, and others. Also, the materials used in preservation projects are much more likely to be purchased locally, whereas materials for new construction are often purchased elsewhere.

Historic Preservation Increases Property Values

Studies from various Virginia communities have shown that property values in historic districts often rise significantly faster than property values in the community as a whole. For example, between 1980 and 1990, assessments in Richmond's Shockoe Slip rose by 245%, in contrast to the citywide increase of 8.9%. Similarly, between 1987 and 1995, commercial properties outside of historic districts in Staunton appreciated an average of 25.2%, while commercial properties within historic districts appreciated by average rates that ranged from 27.2% to 256.4%. Property value studies in other states such as Michigan and Tennessee also show similar increases in commercial historic districts.

BENEFITS TO THE CITY

- ❑ Lynchburg has recognized that revitalizing its historic areas increases its tax base, assists in economic development, and is fiscally responsible. Design guidelines provide practical assistance and direction to assure that improvements are compatible with the goals and desires of property owners and the city.
- ❑ The incremental value of neighborhood and historic commercial rehabilitation efforts can be important to economic development. Because commercial improvements are completed gradually, their cumulative effect is often not as readily recognized. The overall impact of revitalization efforts can be measured not only in rising property values but also in the contribution to the city's quality of life and ability to attract new businesses.
- ❑ The revitalization of older neighborhoods is of greater economic benefit to a city than is the continuation of suburban sprawl. Low-density development is much more costly than is compact development due to the required expenditure on roads, sewers, and public

- ❑ Historic architecture attracts visitors to cities. Heritage tourism, or tourism which focuses on historic areas and sites, is one of the most rapidly growing segments of the tourism industry. The quality and quantity of the historic architecture in Lynchburg provides opportunities to enhance tourism in the city. Design guidelines encourage historic rehabilitation that is authentic and reinforces historic neighborhood character.

Tax Credits for Rehabilitation

Properties located in the Downtown Historic District may be eligible for both federal and state tax credits if they meet certain criteria. Properties are eligible for the tax credits if they are contributing properties to the historic district and undergo a substantial rehabilitation. Contributing properties are those which retain their historic and architectural character and are so certified as contributing by the Department of Historic Resources (DHR). A substantial rehabilitation is where the rehabilitation costs of a project exceed the adjusted basis of the building or \$5,000 whichever is greater (adjusted basis is defined as purchase price plus capital improvements minus depreciation). To qualify for the federal tax credit the rehabilitated building must be used for income-producing purposes such as offices, retail or rental residential. The state tax credit can be used for non-income producing properties, which include a property owner's own residence.

Properties intended for income producing use are then eligible for a 20% federal tax credit of the rehabilitation costs as well as a 25% state tax credit. For example, a project which costs \$500,000 would allow the owner to take a \$100,000 credit against their federal taxes and a \$125,000 state tax credit. The tax credits can be carried forward until they are completely used or for a period of twenty years for the federal credit or ten years for the state credit. Eligible expenditures include all rehabilitation costs for work carried out within the footprint of the building such as materials, contractor labor, and design fees.

Lynchburg's Properties on the National Register of Historic Places

The National Register is the nation's official list of properties important in the history, architectural history, archaeology, engineering, and culture of the United States. The National Register is maintained by the National Park Service, and expanded through nominations by individuals, organizations, State and local governments, and Federal agencies. Within the city limits of Lynchburg are seven National Register-listed Historic Districts. While most of these are residential in character, the Lower Basin Historic District and the Court House Hill/Downtown Historic District are primarily commercial and/or industrial. These historic districts contain some of Lynchburg's oldest and most notable commercial and industrial buildings. The Rivermont Historic District also contains a number of commercial and institutional buildings from the early 20th century. Following are brief summaries of each of these historic districts.



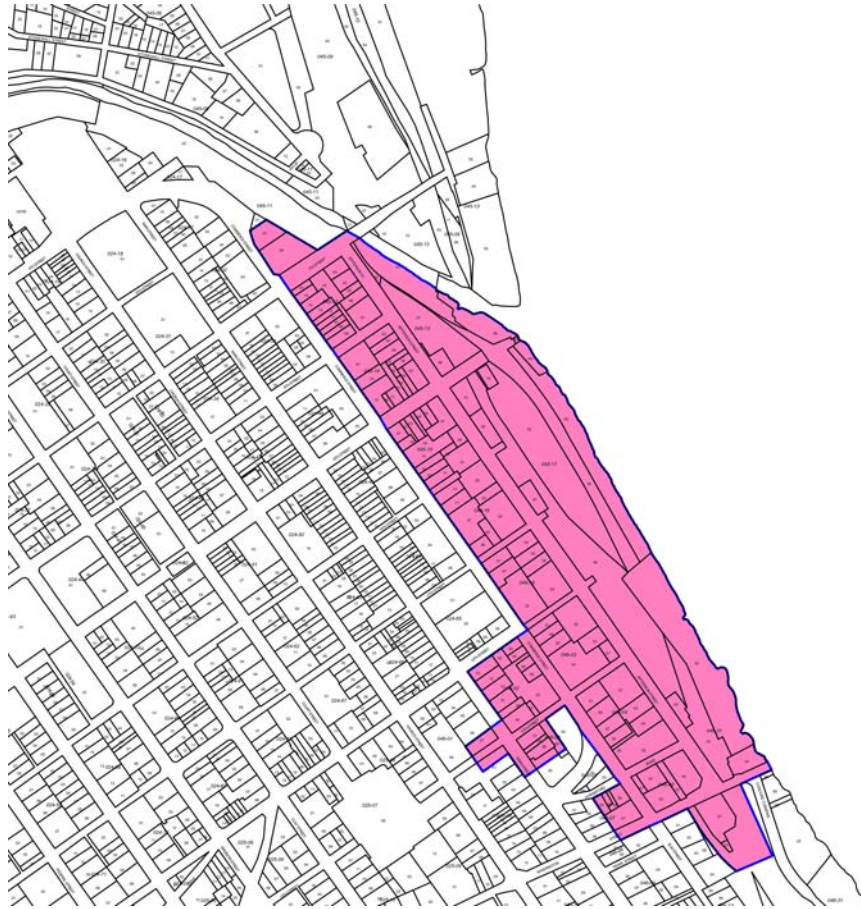
Building in the 1300 block of Jefferson Street in Lower Basin undergoing rehabilitation as part of the “Lower Bluff Walk” (from the Downtown & Riverfront Master Plan 2000).



Piedmont Flour mills building scheduled for rehabilitation in the Lower Basin District.



Buildings in the 900 block of Commerce Street in the Lower Basin Historic District.



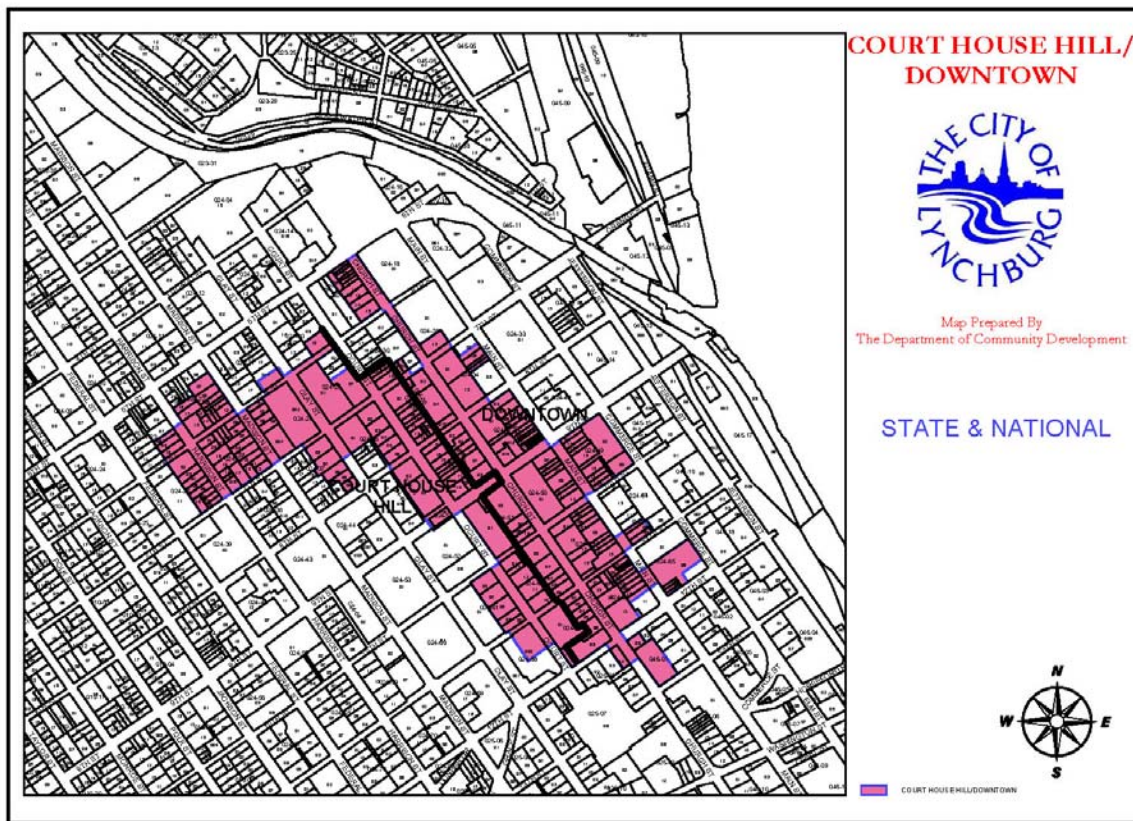
Lower Basin Historic District

The Lower Basin Historic District is a commercial and industrial warehouse area located between downtown Lynchburg and the James River. This waterfront location quickly developed as an early industrial and commercial center following John Lynch's establishment of a ferry here in the 1750s. Trade in the region primarily centered around tobacco production, and in 1785 Lynch constructed the first warehouse along the waterfront which served as an official tobacco inspection station (razed 1978). Lynchburg was chartered in 1786 and other warehouses soon followed as did shops and stores to supply the growing local population. Initial factories began to appear in the area in the 1830s, and the completion of the James River and Kanawha Canal in 1840 brought increased commerce and industry. The coming of railroads to Lynchburg in 1849 further increased industrial activity in the district, and the waterfront area became a shipping and distribution center with numerous warehouses or "jobbing houses" storing goods to be shipped throughout the South. By the late 19th century several manufacturers had established factories in the district as well. Local manufacturers produced shoes, furniture, cast iron goods, and other products, and provided employment to a large number of Lynchburg residents. The Lower Basin area thrived as an important industrial and shipping center throughout the early 20th century.



Streetscape in the 1000 Block of Jefferson Street showing the warehouse and manufacturing buildings of Lower Basin as well as a remaining section of cobblestone pavement.

The Lower Basin Historic District was listed on the National Register in 1987 and contains sixty contributing commercial and industrial buildings from the late 19th and early 20th centuries. These are generally multi-storied buildings of brick construction, with some displaying moderate elements of Greek Revival style influences. Among the various factories and warehouses in the district are the 1853 three-story Wood Building, the four- and one-half story Piedmont Flour Mills building constructed in 1875, and the five- and one-half story, brick Piedmont Storage and Leaf Tobacco warehouse built in 1895. The district also includes two railroad freight depots dating to the mid-1880s and 1890s, an 1839 stone arched bridge, and a viaduct associated with the James River and Kanawha Canal, and a 1913 monument commemorating the site of Lynch's Ferry, all of which are contributing resources to the district.



Court House Hill/Downtown Historic District – The boundary shows the separation between the two districts.

South of the Lower Basin area is the Courthouse Hill/Downtown Historic District. This district consists of twenty-five blocks along Clay, Court, Church, and Main Streets between Fifth and Thirteenth Streets in the heart of the city. This area has historically served as the center of government, business, finance, and religious activity in Lynchburg since the city's establishment in the 18th century. In the town's early years government and public buildings, including the local courthouse, began to appear in this section along with prestigious homes and the city's first banks. The first courthouse was constructed on a prominent hill in 1813 and was replaced with the current Greek Revival style courthouse in 1851. Water Street (Ninth Street) emerged as the main corridor of the area, and residents established churches of various denominations in the district. Commerce and Main Streets developed as a commercial area with a variety of shops and stores as well as the city market. Large financial institutions were established in the district to handle the banking needs of the town's growing prosperity and several large office buildings were constructed along Main Street. Civic and government buildings continued to be built in the district during the late 19th and early 20th centuries with post offices, lodges, and city administration buildings located in the district. Clay and Court Streets remained a popular residential neighborhood with a variety of notable homes throughout the early 20th century.



The Downtown Historic District includes a number of residential buildings including this row of townhouses at 501-511 Church Street.



Several buildings in the Downtown Historic District have been rehabilitated into loft apartments in recent years (1113 Church Street).

The Court House Hill/Downtown Historic District was listed on the National Register in 2001 and contains 121 contributing primary resources and eight secondary resources. Within the district is the 1851 Greek Revival style Courthouse, the 1885 Lynchburg National Bank, the 1919 United States Post Office/Courthouse, the 1932 City Armory, and the 1933 United States Post Office. The district also contains several religious buildings including the 1879 Holy Cross Catholic Church, the 1886 First Baptist Church, the 1902 First Presbyterian Church, and the 1926 First Unitarian Church. Architectural styles in the district represent a wide range of styles and periods including Federal, Greek Revival, Gothic Revival, Italianate, Queen Anne, Neo-classical, Italian Renaissance, Spanish Eclectic, Craftsman, and Art Deco designs. In addition to buildings, contributing resources include two structures – the City Water Reservoir, built in 1885, and the

Monument Terrace, a pedestrian extension of 9th Street between Court and Church Streets built in 1925.



A pedestrian extension of 8th Street between Court and Church streets next to Allied Arts Building

Lynchburg's Downtown Revitalization Efforts

Lynchburg remains a major city in this region but by the mid-20th century, many of the factors that established it as a transportation, shipping and manufacturing center declined. As residents moved out to the suburbs, many of the retail stores along Main Street moved to the suburban shopping centers as well. Lynchburg became a designated Virginia Main Street community in 2000, and a year later, the Court House Hill/Downtown District was listed in the National Register. Lynch's Landing, the City's Main Street Program, has led the city's downtown revitalization efforts. Since 2000, close to 30 buildings have been rehabilitated, primarily large scale projects such as the City Market Lofts. Private funding totaling \$20.5 million and \$11 million in public funding has been invested in downtown since 2000.

The City's efforts were recognized in 2006 when it was awarded a Great American Main Street Award for successful efforts in revitalizing the historic downtown commercial district. The award was presented to Lynch's Landing and to the City of Lynchburg during the 2006 National Main Streets Conference in New Orleans. The award was one of only four presented nationally to communities that met stringent criteria through a competitive application process. "The hallmark of a truly great community is its resilience," said Richard Moe, president of the National Trust for Historic Preservation. "Lynchburg has overcome many obstacles in its quest to reclaim its historic buildings and recruit new businesses -- and because of these efforts, the community is thriving." The award recognized the efforts of Lynch's Landing, the City of Lynchburg, and the many partners and supporters of downtown revitalization for overcoming those challenges and for significant achievements.



Lynchburg was awarded the Great American Main Street Award for its revitalization efforts in 2006.



Banner on Main Street.

II. A BRIEF HISTORY OF LYNCHBURG'S COMMERCIAL AND INDUSTRIAL DISTRICTS

Lynchburg began as a small settlement along the James River in the mid-18th century when Quaker merchant John Lynch established a ferry at the site in 1757. The area served as a port for the nearby town of New London, which had been established as the seat of Bedford County in 1751. Lynch's Ferry served as a shipping point for lead from area mines during the Revolutionary War. During the late 18th century, the riverfront settlement emerged as an important trade center for the region's growing tobacco industry, and bateaux boats laden with tobacco plied the James River to Richmond. In 1785, John Lynch constructed the first tobacco warehouse on the riverfront, which served as an official tobacco inspection station and was one of the first such stations west of the Tidewater. A tavern and mill soon followed. Lynch recognized the opportunity to establish a town on the hill overlooking the ferry site, and in 1786 the Virginia General Assembly granted a charter for the town of Lynchburg.

John Lynch provided forty-five acres of land on which to establish the town of Lynchburg. The town was laid out into seventy-two lots bounded by present-day Commerce, Clay, 6th and 12th Streets. By 1791 all of the town lots were sold, several houses had been built, and around fourteen stores had been established. Lynchburg grew slowly during the remainder of the 18th century and reached a population of 500 by 1800. The town incorporated in 1805, at which time the boundaries were increased to include additional lots and land south of Court Street. The town's first courthouse was erected in 1813 at the juncture of what is now Ninth Street and Court House Hill.

Lynch's riverfront property was not included within the original donated acreage for the townsite. This not only allowed Lynch to maintain private ownership of the valuable property, but also excluded the property and its businesses from any taxes and regulations the town might levy. Despite the establishment of a town proper on the adjacent hillside, the riverfront remained a dominant area, particularly for commercial and industrial activity. The fact that three new retailers chose to locate their businesses at Lynch's Ferry instead of Lynchburg in 1788 demonstrates the riverfront's advantage. When the town of Lynchburg sought to expand its boundaries in 1816 to include the riverfront area, Lynch objected, and it was not until 1826 (six years after Lynch's death) that the town extended its limits to the James River.

Lynchburg thrived during the early 19th century as the town grew into an important regional trading and shipping center. Tobacco production continued to be the leading industry with several stemmeries and tobacco manufacturers located in the town along with other industries such as mills and brick yards. The majority of these industries were located along the waterfront. In 1813 the ferry was discontinued as the first bridge was constructed across the James River, and in 1817 construction began on the Salem Turnpike. Commercial development primarily occurred along Main Street with houses appearing along Church, Court, and Clay Streets. Churches of varying denominations appeared along Church and Main Streets. Lynchburg's rising prosperity brought substantial growth in its population, which reached 3,087 by 1816 and 4,628 by 1830.



Lynchburg's busy commercial area on 9th Street in 1872, (Photo courtesy of the Lynchburg Museum).

The 1840s and 1850s were a period of increased wealth and growth in Lynchburg. The completion of the James River and Kanawha Canal from Richmond to Lynchburg in 1840 improved river traffic and brought additional commerce and industry to the town. By 1853 a record 195 packet and freight boats operated on the canal. Transportation was further enhanced by the coming of railroads. The Virginia and Tennessee Railroad was completed to Lynchburg in 1849 and a depot was constructed between the canal and the river. Lynchburg served as the line's eastern terminus and soon became the center of its operations with an engine house, machine shops, roundhouse, and other facilities located near the canal. By the end of the 1850s, two additional rail lines were established in Lynchburg – the Southside and the Orange and Alexandria Railroads

The availability of these major transportation systems attracted manufacturers and heightened Lynchburg's role as a warehouse distribution center. Commercial and industrial establishments, such as Piedmont Mills continued to be located near the railroad lines. Among the largest buildings erected in the area during this time is the J.W. Wood Building, which remains extant at the corner of Ninth and Jefferson Streets. This three-story building was constructed in 1853 and has a cast iron façade.

An influx of workers arrived to build and operate the canal and railroads as well as the industries they supported, and by 1850 Lynchburg's population had soared to over 8,000. The town boasted thirteen hotels, five tobacco warehouses, thirty-six tobacco factories, eight stemmeries, three flour mills, one cotton mill, various iron foundries, and about fifty dry good and grocery stores. Fifteen doctors and twenty-three lawyers also practiced in the city. Lynchburg

incorporated as a municipality in 1848, and in 1851 the present Greek Revival style courthouse was constructed on the site of the original 1813 building.

Growth and development in Lynchburg came to a halt during the Civil War. The city's important transportation networks or railroads and the canal made it a significant supply center during the conflict, and its large tobacco warehouses served as either training facilities or hospitals. Troops encamped on Diamond Hill at Fort Davis, the Fair Grounds, and the campus of Lynchburg College on College Hill. Lynchburg did not suffer the heavy destruction that many Virginia cities and towns experienced, but it did undergo a significant battle in June 1864 as Confederate troops commanded by General Jubal Early successfully defended the city against a Union assault. The railroads played a crucial role in the battle in what was a deceptive maneuver. Confederates conducted a series of train movements on several tracks to give the impression that a steady stream of reinforcements were arriving. Believing they were facing a larger Confederate force, Union troops withdrew.

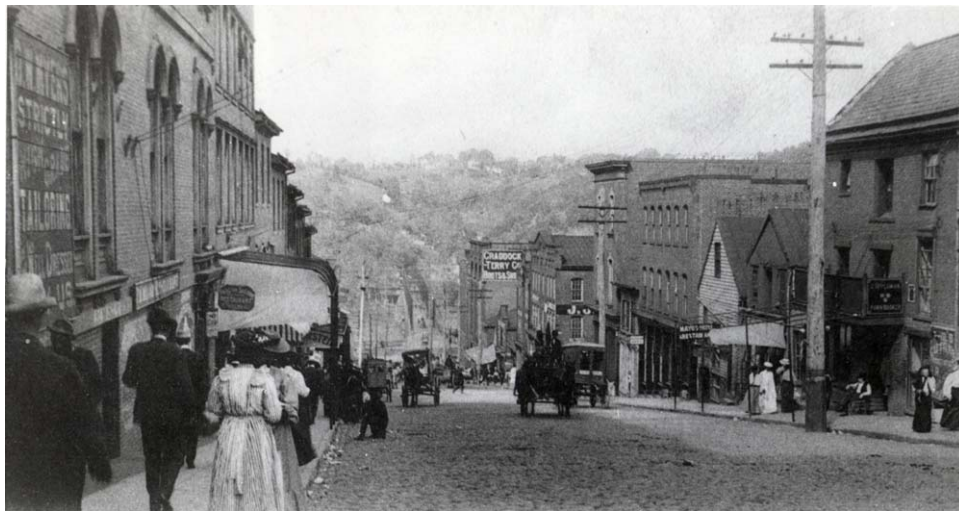
Lynchburg quickly rebounded after the Civil War. The decades of the late 19th and early 20th centuries were a period of rapid growth and mounting prosperity for the city. The original site of Lynch's Ferry later became known as the Lower Basin and it continued to develop as a warehouse and industrial area throughout late 19th century. In the post-war era, transportation shifted away from river traffic and railroads increased in importance. The James River and Kanawha Canal closed in 1880, and railroad mergers resulted in the creation of the Norfolk & Western Railway in 1873. This development ended Lynchburg's status as a railroad headquarters; however, its three lines continued to make the city an important shipping center. Industry in the area remained strong and became more diversified. Lynchburg continued to be a leader in the tobacco trade into the 1880s, but a decline in the tobacco market led to the development of a number of other industries by the turn of the century.

Lynchburg's location between northern manufacturers and southern markets, combined with its ample railroad connections, made it an ideal site for wholesale distribution, and a number of warehouses and jobbing houses were constructed along the riverfront during the late 19th century. Lynchburg quickly became an important shipping and distribution center, with warehouses storing goods to be shipped throughout the South. By the late 19th century several manufacturers had established factories in the city as well. Local manufacturers produced shoes, furniture, cast iron goods, and other products, and provided employment to thousands of Lynchburg residents. Area industries included the Lynchburg Foundry and Machine works, established in 1882, the Lynchburg Cotton Mill, established in 1888, and the Lynchburg Plough Company, established in 1896. One of the largest manufacturers and the city's largest employer was the Craddock-Terry Shoe Corporation, which established operations in the riverfront area in 1898.

This new surge in production created numerous jobs, spurred commercial development, and generated a number of wealthy industrialists, merchants, bankers, and developers. Commercial development expanded along Commerce and Main Streets, which were lined with a number of shops and stores, such as the Lynchburg Furniture Company at 1021 Main Street, and Witt & Watkins Shoe Store at 808 Main Street. A new city market was constructed on Main Street in 1873 as were a number of office buildings. In 1910, the city market was replaced with a larger City Auditorium and Market Building at 1110-1118 Main Street. Several banks were also constructed in this section of town during the late 19th and early 20th centuries, including the ten-story People's National Bank at 801 Main Street completed in 1914.



View of Main Street in 1903, (Photo courtesy of the Lynchburg Museum).



9th Street from Main Street in 1900, (Photo courtesy of the Lynchburg Museum).

Lynchburg's population continued to rise and reached 30,000 in 1920. Additional annexation of outlying areas during the following two decades resulted in a population of 44,541 in 1940. New office buildings, banks, department stores, and other commercial buildings continued to be built along Main Street and began to spill over onto Church Street. The rise in popularity of the Art Deco style was demonstrated in the construction of the Allied Arts Building and the Lynchburg News and Daily Advance Building in the 1930s, and brought a more modern appearance to downtown Lynchburg.

Significant changes in commercial and industrial activity began in the 1950s with the completion of the Lynchburg Expressway. An industrial park complete with rail and trucking access established adjacent to the modern roadway quickly lured businesses away from their traditional riverfront locations. By 1970, over thirty industries had relocated to the new area and the riverfront district began to decline. The establishment of a General Electric plant and the Babcock & Wilcox nuclear technology plant in the mid-1950s resulted in an influx of new residents. Suburban residential and commercial development soon followed. The city's first shopping center, Pittman Plaza, opened in 1960, and retail in the traditional downtown district began to fade. In recent years new investment has sparked a resurgence of rehabilitation in the downtown area including several loft apartment projects near the river.



The Hill Buggy and Wagon Company Building is a rare survivor of horse-drawn transportation (1224 Main Street).

Lynchburg continues to develop into the 21st century with a diversified economy, and has a current population of approximately 64,000. Lynchburg's past has provided its residents with a unique history and character that is made evident in its historic buildings. By preserving its historic structures, Lynchburg ensures that its history will remain a significant part of its present and future.

III. ARCHITECTURAL STYLES AND BUILDING TYPES

Downtown Lynchburg retains an impressive collection of commercial buildings constructed primarily between ca. 1880 and ca. 1930. This era coincided with extensive commercial growth in the city and many of downtown's late 18th and early 19th century buildings were razed in these years to make way for larger structures. The commercial buildings in Lynchburg follow the stylistic designs of the period. Those built from ca. 1880 to ca. 1910 generally display the influences of the Italianate and Romanesque styles. These styles placed an emphasis on rounded arched windows, decorative cornices at the roofline and extensive decorative detailing on upper façades. Romanesque influenced buildings also often feature a variety of materials on upper facades including stone arches and terra cotta decorative panels. Several buildings on Main Street were also built with upper facades of sheet metal which was common to buildings of the period.

By the early 20th century, commercial buildings exhibited the influence of the Colonial Revival style. Buildings with Colonial Revival characteristics were generally built with rectangular rather than arched windows and with classical detailing such as Doric and Ionic pilasters, and cornices with dentils and modillion blocks. This influence is seen on a number of buildings along Main and Church Streets built in the 1910s and 1920s. Financial institutions in particular favored Colonial Revival designs and several buildings on Main Street were built with what is known as "Temple Fronts" with exuberant classical detailing.

In the 1920s and 1930s commercial buildings generally became more restrained in their use of detailing and many buildings were designed with simple inset concrete or brick panels on the upper façade. A notable exception to this trend was the influence of the Art Deco style which was used for several downtown buildings, most notably the Allied Arts Building on Church Street. An increased emphasis on commercial marketing in these decades also led to the remodeling of storefronts with new materials such as tinted glass known as Carrara glass, copper and glass display windows, and recessed entrances with terrazzo floors. Since World War II, many of Lynchburg's commercial buildings have been remodeled with new storefronts and some upper facades have been concealed beneath false fronts. In some cases, changes to buildings that were made over fifty years ago can be architecturally or historically important, and in such cases are to be retained when the building is rehabilitated. The renewed interest in downtown and availability of historic tax credits is resulting in the rehabilitation of many of the city's older commercial buildings.



Main Street displays a variety of architectural styles from the 19th and 20th centuries.

Commercial Building Components: Most commercial buildings in downtown Lynchburg can be characterized in form as “Two-Part” commercial blocks. These are buildings which have two primary components – storefronts and upper facades. Original storefronts are largely transparent and consist of display windows resting on bulkheads, transoms, and entrances with glass and wood doors. Upper facades have one or more floors of windows and decorative detailing such as brick, concrete or terra cotta panels and cornices at rooflines. The building at 1216-18 Main Street is representative of Lynchburg’s Two-Part commercial blocks.

Cornice or Parapet

Generally of corbelled brick.

Window Arches

Brick or metal arches over windows.

Windows

Rectangular windows are most common in Lynchburg’s commercial area although some also have arched windows.

Beltcourse

Visual division between storefront and upper facade, a decorative cornice, decorative brickwork, or sign panels.

Transoms

Glass panels above the display windows

Display Window(s)

Usually with bulkheads below and transoms above.

Bulkheads

Brick or frame panels below the display windows

Entrances

Usually recessed in middle or at side.





The building at 902-904 Main Street combines both Romanesque and classical detailing on its upper façade.



The Professional Building in the 1000 block of Church Street is a restrained example of the Colonial Revival style.



The building at 1030 Main Street is an example of a Temple Front commercial building with Neo-classical detailing.



The building at 863 Church Street is a notable example of the Art Deco style.



The Allied Arts Building is one of downtown's most notable buildings. It retains much of its original Art Deco detailing.



Art Deco terra cotta detailing on the Allied Arts Building.

IV. DESIGN GUIDELINES

OVERALL APPROACH AND FORMAT

The main approach embodied in design review guidelines is the emphasis on preservation over complete remodeling. This view is illustrated through the use of terms such as *repair*, *retain*, *maintain*, and *protect*. It is better to *repair* original materials rather than replace them; *retain* original features rather than replace them; *maintain* original features; and *protect* an area from incompatible new construction.

This manual lists design guidelines for commercial properties. The guidelines appear in alphabetical order. Included is information on common rehabilitation questions, recommendations for maintaining the site and setting of historic areas and guidance for new construction. Photographs of buildings and details in Lynchburg are included to familiarize property owners with typical features and characteristics.

The design guidelines are primarily concerned with the fronts and readily visible sides of buildings. Most often the public views buildings from the street or sidewalk. The fronts of buildings also contain the most defining features of commercial properties such as display windows, main entrances, and decorative details. Construction at the backs or rear elevation of buildings is best when additional space is required. Property owners are encouraged to refer to the guidelines when planning or designing new construction projects, planning exterior rehabilitations, and completing everyday maintenance.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

This manual's design guidelines follow the guidelines set forth by the National Park Service. Known as the "**Secretary of the Interior's Standards for Rehabilitation**," these guidelines are used throughout the country by the majority of America's boards and preservation commissions as a basis for local design review guidelines and for projects utilizing federal funds or tax credits. The Standards were originally published in 1977 and revised in 1990 as part of Department of the Interior regulations. They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent or related new construction. The "**Secretary of the Interior's Standards for Rehabilitation**," are found in Appendix A of this manual.

The guidelines outlined in this manual are voluntary. However, if a property owner wishes to undertake a certified rehabilitation in order to receive state and federal tax credits the guidelines are generally consistent with those used by the Virginia Department of Historic Resources (DHR) in their project review. Property owners considering undertaking tax certification projects are strongly encouraged to discuss their project with the DHR prior to beginning work. The work required by the DHR may supersede the guidelines contained in this manual.

V. GUIDELINES FOR REHABILITATION AND RESTORATION

1. ARCHITECTURAL DETAILS and FEATURES

Original architectural and decorative features should be preserved, maintained, and repaired. These features may include cast iron pilasters, second floor porches, brick corbelling or inlaid patterns, terra cotta, decorative cast concrete, window hoods, and cornices. Architectural features should not be removed or concealed. Any covering of masonry exteriors with vinyl siding or other synthetic materials is inappropriate.

- A. Architectural features that have been removed should be replaced based upon their original design, materials, proportion, and details.
- B. Architectural features should not be added to a building where none originally existed.
- C. Architectural features should be repaired using compatible materials.
- D. Cast iron columns or pilasters on storefronts should be maintained through regular painting. If cleaning is desired, the use of abrasive cleaning methods such as sandblasting is less desirable than chemical or detergent cleaning.



Preserve and maintain original architectural features such as this Art Deco panel at 863 Church Street.



Original features such as decorative terra cotta should be maintained and not concealed or painted (908 Main Street).



Corbelled brickwork at 909 Main Street.



This terrazzo floor is an essential part of this storefront and should not be concealed (921 Main Street).



Decorative terra cotta and brick arch at 1025 Church Street.



Decorative brick and terra cotta are both used on this upper façade in the 1000 block of Main Street.

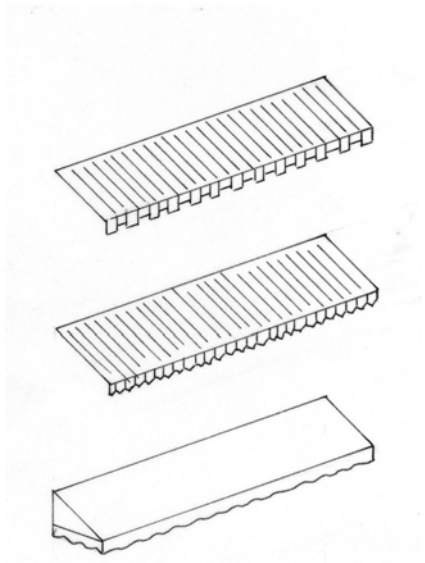
2. AWNINGS

Historically, awnings were common for commercial buildings and the application of new awnings for Lynchburg's commercial buildings is appropriate.

- A. The addition of awnings to commercial buildings is appropriate. Awnings should be in traditional awning designs, materials, and placement. If pilasters or columns define the storefront, awnings should be placed within these spaces rather than overlap the entire storefront. Awning colors should be compatible and complementary to the building. Avoid harsh or overly bright colors.
- B. Storefronts and upper facade windows are both appropriate locations for awnings.
- C. Awnings may be retractable or fixed in place and should fit the opening to which they are applied. Shed awnings are appropriate for rectangular openings while arched awnings are appropriate for arched openings.
- D. Awning materials should be canvas, acrylic, or vinyl coated. The use of fixed metal, vinyl, or wood awnings is discouraged.
- E. Shed awnings are most appropriate for commercial buildings in Lynchburg. The use of bubble, concave, or convex forms is discouraged. Internally lit awnings are also less appropriate.
- F. Transom lights of prism glass or stained glass should not be covered by awnings.
- G. Original wood and tile awnings should be preserved and maintained.



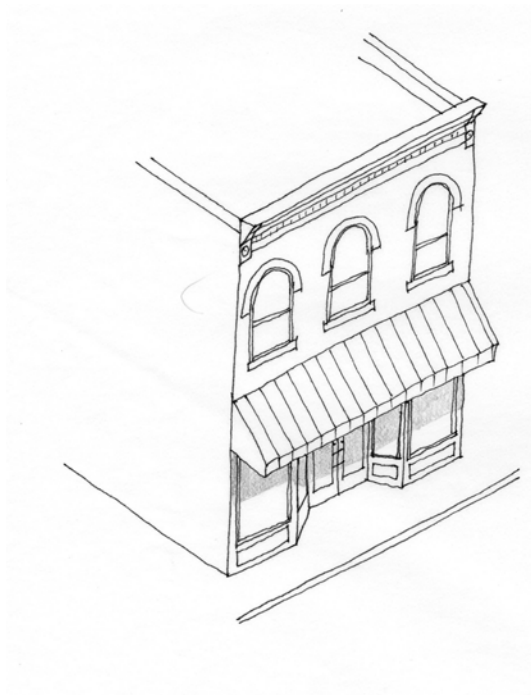
Appropriate shed roof awning at 1212 Main Street.



Appropriate awning designs for storefronts.



Retractable awnings are both appropriate and practical for storefronts (1124 Main Street).



Appropriate awning placement on commercial buildings.



Original wood and tile awnings and canopies should be preserved and maintained (1304 Main Street).

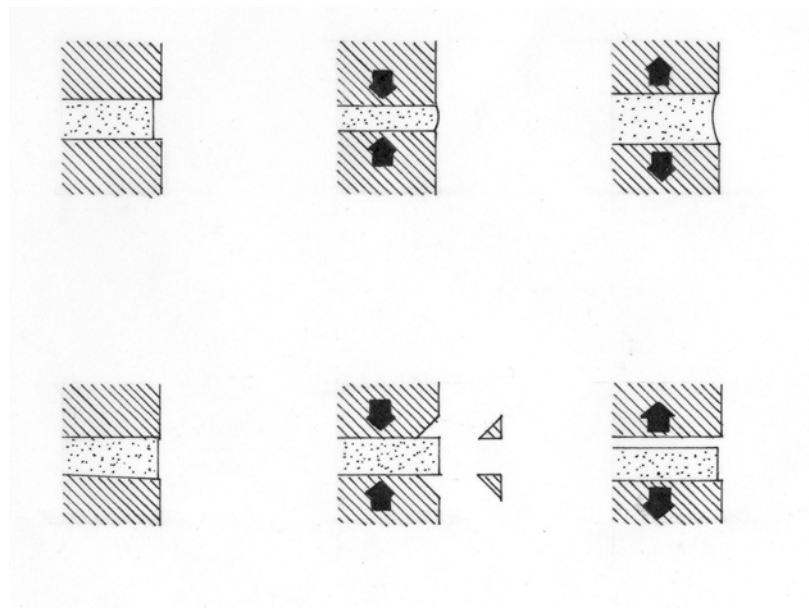
3. BRICKWORK/MASONRY

All of the historic commercial buildings in downtown Lynchburg are of brick, stone or concrete construction. Many buildings also have accents or detailing of stone, cast concrete, or terra cotta. As long as it is properly maintained, brick can last indefinitely. The most important factors to brick and mortar preservation are to keep water out and to continue to use a soft mortar when repairs are needed. When cleaning brick do not use abrasive methods such as sandblasting. Sandblasting erodes the hard skin of the brick and allows moisture to get inside. The application of hard mortars like Portland cement will not allow historic brick to expand and contract with hot and cold weather and can cause the brick to crack and break. Replacement mortar should be compatible with the original mortar composition for Lynchburg's buildings. Original historic mortar will usually be composed of hydrated lime cement and natural sand, and soft mortars with this, or similar compositions, should be used in repointing historic brick.

- A. Original brick, stone, terra cotta, cast concrete and other masonry original to a building should be preserved and maintained.
- B. Masonry should never be subjected to any kind of abrasive cleaning such as sandblasting.
- C. Do not clean or remove paint from masonry with high pressure water that exceeds 600 pounds per square inch.
- D. Detergent cleansers to remove dirt or grime are acceptable. When removing major stains or paint, the use of chemical stain and paint removers is also acceptable. When cleaning brick it is advisable to test a small area first to ensure the procedure is compatible with the masonry.
- E. The use of silicone-based water sealants on masonry walls is not recommended. Water sealants do not allow the brick to "breathe" and can trap moisture within inside walls.
- F. Masonry that has never been painted should not be painted unless the brick and mortar is extremely mismatched from earlier repairs or patching. Buildings which have been sandblasted and show significant brick and mortar erosion should be painted to help seal the masonry surface.
- G. Original masonry surfaces should not be stuccoed.
- H. When removing brick and re-pointing masonry walls, repairs should be made using hand tools such as hammers and chisels, rather than electric power saws. Power saws pose a higher risk of damage to the original brick.
- I. When re-pointing brick, the mortar should match the original mortar in its width, depth, color, raking profile, and composition. When re-pointing brick test a small area first to ensure the procedure is compatible with the masonry.



Brick, terra cotta and cast concrete were all used on this building's upper façade on Church Street.



Flexible mortar shown at top allows the mortar to expand and contract. Hard mortar can cause spalling of the brick and joint separation.

4. CAST IRON AND METAL

Downtown Lynchburg contains a number of buildings which display cast iron pilasters at storefronts of upper facades of sheet metal. These historic materials should be preserved and maintained. Repair and replacement should be with materials which match the original and will not promote corrosion.

- A. Original cast iron and sheet metal original to a building should be preserved and maintained. The removal of added storefront materials to expose original cast iron and sheet metal is encouraged.
- B. Sheet metal surfaces should be kept painted and cleaned with detergent cleansers. Cast iron may be cleaned using abrasive methods as long as the pressure does not pit or erode the surface. When cleaning metal surfaces it is advisable to test a small area first to ensure the procedure does not harm the historic material.
- C. Repair or replacement should be with compatible metals.



The building at 1021-1023 Main Street has an exterior of cast iron and sheet metal.

5. CHIMNEYS

Chimneys are generally not prominent features on commercial buildings. Most commercial buildings utilized brick flues to release heat and these were located along side or rear walls and generally were not visible. Chimneys should be re-pointed in keeping with brick and masonry guidelines. Prominent chimneys should be preserved and maintained.

- A. Chimneys should not be removed or altered if they are readily visible. The removal of chimneys or flues which are no longer needed or in use is acceptable where the chimneys or flues are not readily visible from the street or primary facade.
- B. Chimneys which contribute to a building's character should be re-pointed and cleaned according to masonry guidelines and match original materials, colors, shape, and brick pattern. If chimneys have been extensively re-pointed resulting in mismatched colors and textures, painting the chimney dark red or brown is appropriate.
- C. Chimneys and flues should have clay, slate, or stone caps. Metal caps are appropriate if they are not readily visible from the street or primary façade.



Preserve and maintain original chimneys and their decorative detailing (1025 Church Street).

6. CORNICES

Cornices are important in providing decoration at the tops of buildings. Preserve, maintain, or repair original configuration and details of brick, sheet metal, or terra cotta cornices. Cornices should not be removed, concealed or covered with modern materials.

- A. Where buildings have had their original cornices removed, rehabilitation through the installation of new cornices based upon physical or pictorial evidence is encouraged. If no such evidence exists, a wood or sheet metal cornice modeled on examples from downtown buildings of the same type, period of construction and style is recommended.
- B. Cornices should not be added to buildings if the building appears to have never had such a feature.



Corbelled brick cornice at 325 12th Street.



Preserve and maintain original sheet metal cornices (829 Main Street).



Original sheet metal cornices should be primed, repainted and preserved (1300-1302 Main Street).



Well preserved cornice at 1110-18 Main Street.

7. DISPLAY WINDOWS AND BULKHEADS

Original display windows should be preserved, maintained, or repaired. Bulkheads are the lower panels on which the display windows rest. Original bulkheads should be preserved, maintained, or repaired where they exist. Original bulkhead panels should not be altered or removed.

- A. New display windows should match the original in location, design, size, and materials.
- B. If the original display window design is unknown, replacement windows should be traditionally scaled with large glass lights and with as few structural divisions as possible to maintain the traditional transparent storefront look.
- C. Window mullions or framing should be of wood, copper, or bronze metal.
- D. Clear glass should be installed on storefronts, not tinted glass. Interior shades or blinds should be utilized for privacy.
- E. Transom lights should not be obscured.
- F. When replacing missing bulkheads, the original should be matched in design, size, and materials.
- G. If the original bulkhead material is unknown, replacement may be of wood or brick.



Original frame bulkhead panel and display window at 1304 Main Street.



Original brick bulkhead at 1022 Commerce Street.



Appropriate replacement display window at 918 Commerce Street.



Original tile bulkhead at 1120 Main Street.

8. ENTRANCES

Original entrances should be preserved, maintained or repaired in their entrance design, materials, and arrangement whether recessed or flush with the sidewalk.

- A. Historic doors should be retained and repaired with materials to match the original. Doors added to storefronts should be replaced with doors to match the original in design and materials. Solid panel doors should not be installed on storefronts.
- B. If the original door design is unknown, replace with plain wood doors in a single light (glass area) design, not: solid paneled doors; decorative doors; or any kind of door based upon a different historical period or architectural style (Colonial, Gothic church doors etc.).
- C. New doors should generally use glass proportionate to display window glass and kickplate panels proportionate to bulkhead panels. Wood is the material most appropriate for new doors, however, metal with a dark or bronze anodized finish and with a wide stile may be substituted. Raw aluminum or other silver-colored metals are never appropriate.



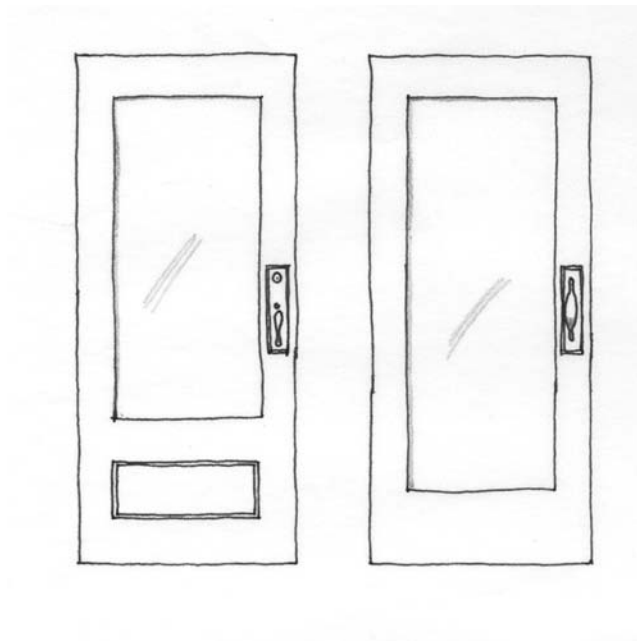
Preserve and maintain original storefront doors (921 Main Street).



Original double doors at 1306 Main Street.



Recessed entrance and original double doors at 1216 Main Street.



Appropriate replacement commercial doors.

9. FIRE ESCAPES AND STAIRS

Multi-story buildings in downtown Lynchburg are required to have fire stairs to meet code requirements. Fire escapes, whether enclosed or exposed, should always be sited on rear facades or locations not readily visible from the street.

- A. Fire escapes are necessary and appropriate for multi-story buildings in downtown commercial areas. Fire escapes should always be sited at rear facades or locations which are not readily visible from the street.
- B. Fire escapes may be both either enclosed or exposed. Enclosed fire escapes should have exterior wall surfaces of wood siding, brick veneer, or stucco. Exposed fire escapes may be either of metal or wood construction and should be of colors compatible to the building.



Simple metal staircases such as are appropriate for rear facades.

10. GUTTERS AND DOWNSPOUTS

Most gutters and downspouts are located on rear facades because of the slopes of most roofs. Gutters and downspouts should be kept in good working order and regularly cleaned and maintained.

- A. Gutters should be located at the rear facades of commercial buildings or at locations which are not readily visible. Downspouts should also be sited at rear facades.
- B. The most appropriate gutters for historic buildings are half-round design rather than "K" or ogee design. If half-round gutters are not easily available, ogee gutters of aluminum are acceptable.
- C. The most appropriate downspouts for historic buildings are round or circular in design rather than corrugated rectangular designs. Downspouts should be located away from significant architectural features.
- D. Splashblocks should be used to channel water away from buildings.

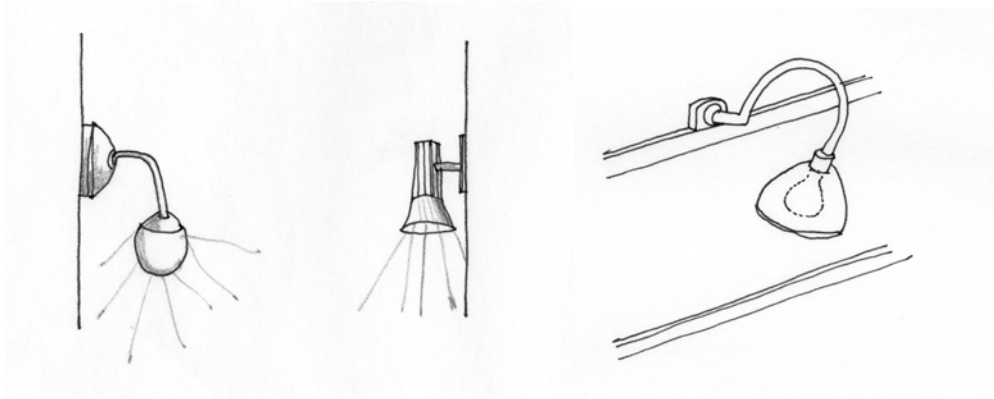


Gutters and downspouts at the rear of buildings along Main Street.

11. LIGHTING

Light fixtures for commercial buildings should be as simple as possible and mounted where they will be partially or completely hidden. Any historic light fixtures should be preserved, maintained, and repaired.

- A. Preserve and maintain historic light fixtures and neon signs.
- B. In the absence of historic light fixtures, use concealed up-light fixtures, fixtures of simple design, or fixtures appropriate to the period of the building.
- C. Box signs, internally illuminated plastic signs, moving or flashing signs are not permitted.
- D. Internal illumination of signs is permitted for individual letters or logos. Lights shall be indirect white spots and only white illumination shall be used.



Selection of appropriate commercial lighting.



Appropriate new Colonial Revival influenced wall fixture at 1107 Church Street.

12. MECHANICAL SYSTEMS

Air conditioning and heating units generally require condensers to be sited at rear facades or on rooftops. All mechanical units should be sited where they are not readily visible from the street. At rear facades, mechanical units should be screened through landscaping or fencing. Conduits should be painted to blend with the color of the building.

- A. Condensers should be located where they are not readily visible from the street such as at rear facades and recessed rooftop locations.
- B. Condensers at the ground level should be screened with landscaping or fencing while still allowing access for servicing.
- C. Window air-conditioners should be located in windows on the rear or sides of buildings and should not result in the removal or replacement of original windows or transoms.
- D. Solar energy panels are encouraged and should be placed at rooftop locations where they are not readily visible from the street.
- E. Electrical and gas meters, conduits, and other mechanical equipment should be located at rear facades. Conduits should be painted to match the color of the building.



Condensers should be screened with landscaping or fencing and not left exposed.

13. PAINT AND PAINT COLORS

Paint should not be applied to buildings which have never been painted before unless the brick is mismatched, stained, or pitted from abrasive cleaning. When painting a brick building use colors sympathetic to the original brick such as shades of brown, red, or tan.

- A. Paint should not be removed by abrasive methods such as sand or water blasting since this can damage the masonry. Chemical cleaning to remove paint is appropriate and the chemical cleaner should first be tested in a small inconspicuous area on the building.
- B. Buildings which have not been previously painted should not be painted unless the masonry is mismatched due to improper repairs, re-pointing etc. and painting would unify the exterior appearance. Paint may be applied to masonry walls which have been sandblasted in order to form a sealant surface.
- C. Paint colors for the body of commercial buildings should be in traditional brick colors such as red, brown and tan. Accent colors should be selected to compliment and contrast with the primary brick color. For Victorian era buildings window sashes were painted in dark colors such as browns, dark greens and dark reds. Commercial buildings of the early 20th century more often had light colors for the window sash and trim. It is recommended that historically appropriate colors and combinations such as these should be used.



Unpainted brick facades should not be painted. Choose window and trim colors to contrast with the masonry (1113 Church Street).

14. REAR ELEVATIONS

Rear elevations offer opportunities for additional business entrances and access. Rear elevations are often neglected and should be improved through the use of appropriate stairs, entrances, awnings, and signs. Rear entrances can also provide alternatives for handicap accessibility.

- A. Rear facades should be improved through the use of appropriate windows, entrances, stairs, and awnings.



This rear facade on Main Street could be improved by appropriate signage, awnings, and screening of the HVAC condenser.



The rear facades along Main Street offer opportunities for more attractive building access.

15. ROOFS

Most roofs of commercial buildings in Lynchburg are flat and are not visible from the street. Details such as parapet walls should be preserved, maintained, or repaired.

- A. Most commercial buildings have flat or sloping roofs which are not visible from the street. If any metal roofs exist they should be preserved and maintained where feasible. However, if replacement is required, new roofs of rolled or asphalt roofing materials are appropriate where the roofs are not readily visible from the street.
- B. Parapet walls and features such as concrete or stone piers should not be altered or removed.



Typical commercial roof materials and form in the 800 block of Main Street.



Downtown Lynchburg also contains several dwellings which have been converted into commercial use. Roof forms and materials on these buildings should be preserved and maintained (1202 Main Street).

16. STOREFRONTS - GENERAL APPROACH

Preserve (maintain or restore, not remove or alter) existing original storefronts. Storefronts are important to a commercial building's architectural design and historic character.

- A. Storefront features that have become deteriorated should be repaired rather than replaced.
- B. If replacement is necessary, new storefront elements should have features that match the original in design and materials.
- C. Historic storefronts that were altered within the past fifty years should be reconstructed based upon pictorial or physical evidence of the original.
- D. If the original storefront appearance is unknown, install a storefront based upon traditional designs. This should include the construction of bulkheads, display windows, and use of appropriate materials. New storefronts should be typical of those built during the late 19th and early 20th century and not reflect earlier or later architectural styles or periods.



Preserve and maintain original storefronts such as at 325 12th Street.



Original storefront with display windows, transoms and double doors (1306 Main Street).

STOREFRONTS ADDED TO EARLIER BUILDINGS

Downtown Lynchburg has a number of 19th and early 20th century buildings with storefronts remodeled during a later time period. Storefronts from the 1920s to the 1940s reflect an important movement in merchandising and sales of the period and also are highly decorative in their designs. Materials such as marble, tile, and tinted glass, known as "Carrara" glass, were all used to update storefronts during these decades. These storefronts are significant and should be preserved and maintained in any future building rehabilitation. Storefronts remodeled within the past fifty years are generally not compatible with overall building character and their removal may be appropriate when rehabilitation is undertaken. Such storefronts should be replaced with traditional designs or with designs based on the original appearance of the storefront, if known.



Storefronts which were rebuilt or remodeled in the 1930s and 1940s should be preserved such as this Art Moderne style storefront at 817 Main Street.



The storefront on this 19th century building was remodeled in the 1930s with a Tudor Revival style design (1024 Main Street).

17. TRANSOMS

Original transoms and framing should be preserved, maintained, or repaired. This is especially important for decorative glass such as Luxfer glass or other decorative divided lights.

- A. Original transom glass should be preserved and maintained.
- B. Transom lights should not be obscured.



Original transom of "Luxfer" or prism glass at 1019 Main Street.



Stained glass transom in the 1000 block of Church Street.



Preserve and maintain original stained glass transoms (1124 Main Street).

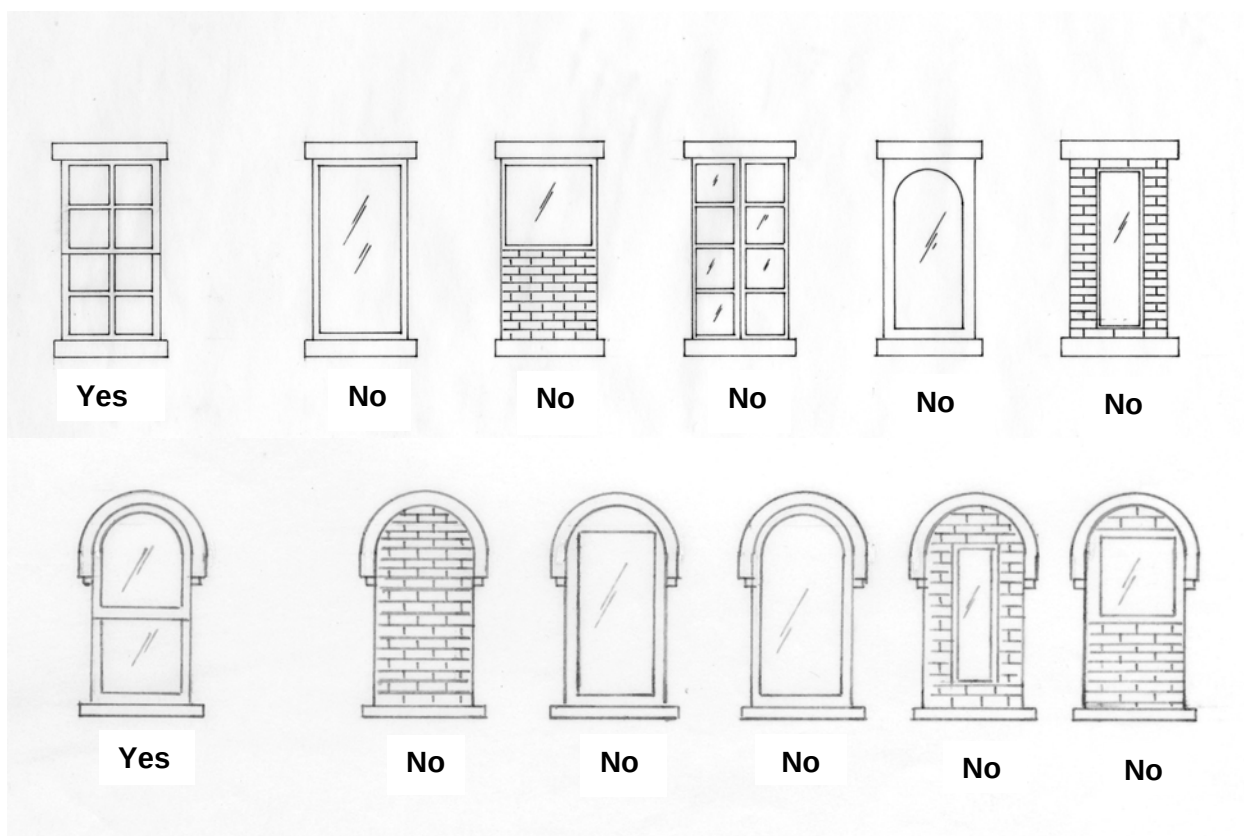


Original divided light transom at 1120 Main Street.

18. WINDOWS

Many of the commercial buildings in Lynchburg retain their original wood sash windows on the upper floor. Original windows should be preserved, maintained, or repaired. Windows should not be concealed, enclosed or covered. Where original windows no longer exist, replacements should match the original in size, materials, and number and arrangement of lights.

- A. Deteriorated windows should be repaired rather than replaced. Missing windows should be replaced with windows which match the original in size, number and arrangement of lights, and materials.
- B. If the original window configuration is unknown, rectangular one-over-one or two-over-two wood sash windows are most appropriate for commercial buildings in Lynchburg. For 20th century buildings, multi-light steel windows may also be appropriate.
- C. Wood is the preferred material for new windows. Most major window manufacturers have appropriate sized wood windows for historic commercial buildings. Anodized or baked-on enamel aluminum, in white or dark finishes is also appropriate, however, for multi-story buildings consider installing wood windows on the second story and baked or anodized aluminum windows on the third floor and above.
- D. The installation of vinyl windows in the downtown area is not recommended. These windows do not have the same appearance and profile as wood or aluminum windows.
- E. The application of flush or snap-on muntins is not appropriate. These materials do not replicate the appearance of historic windows.
- F. Shutters should not be added to windows on commercial buildings unless there is physical or pictorial evidence that they originally existed on the building. Wood shutters may be used to conceal blocked-in or bricked-in windows until restoration of windows takes place.
- G. Shutters should be of louvered wood design and sized to fit their opening. If closed they should completely cover the window opening.
- H. Original window surrounds and detailing should be maintained and preserved such as sheet metal hood molding, brick or stone lintels, and sills.
- I. Storm windows are appropriate for historic window openings if they are of full view (single light) design or if they match the dimensions of the upper and lower sash with matching meeting rails. "Raw" or unfinished aluminum storm windows are not appropriate. If aluminum windows are used they should have an anodized or baked-on enamel finish.



Inappropriate alterations to historic wood windows.



Window openings should not be concealed or covered (817-819 Main Street).



Preserve and maintain original windows (325 12th Street).



Many historic windows in downtown Lynchburg are original one-over-one wood sash (1206 Main Street).



Appropriate replacement four-over-four wood sash window at 1102 Commerce Street. Wood is the preferred material for replacing windows which are not repairable.



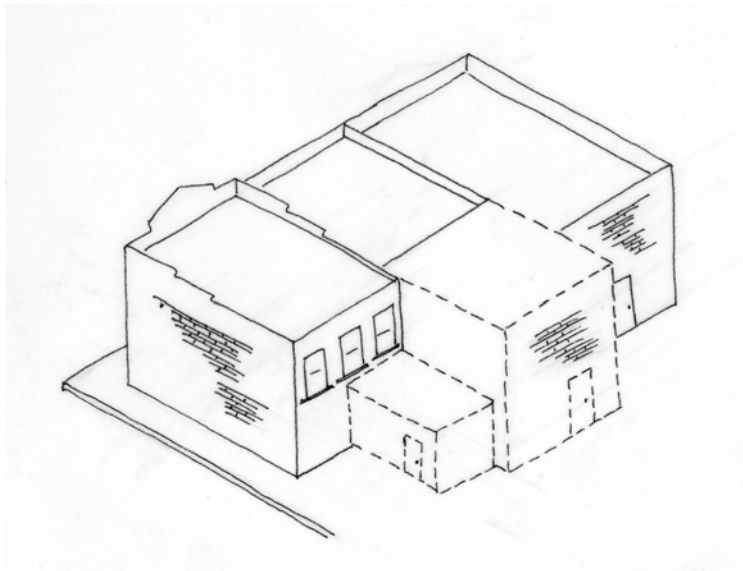
Wood windows compatible with historic buildings are available from a variety of manufacturers.

VI. GUIDELINES FOR NEW CONSTRUCTION

1. ADDITIONS

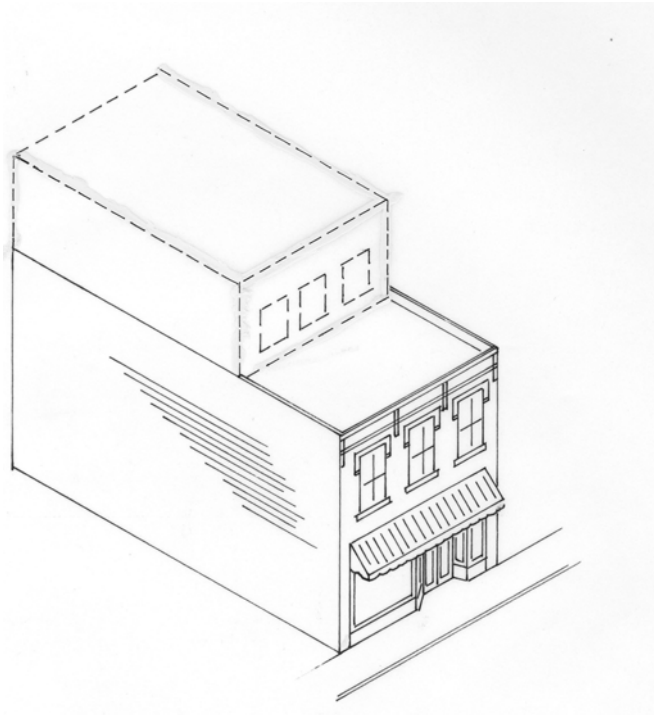
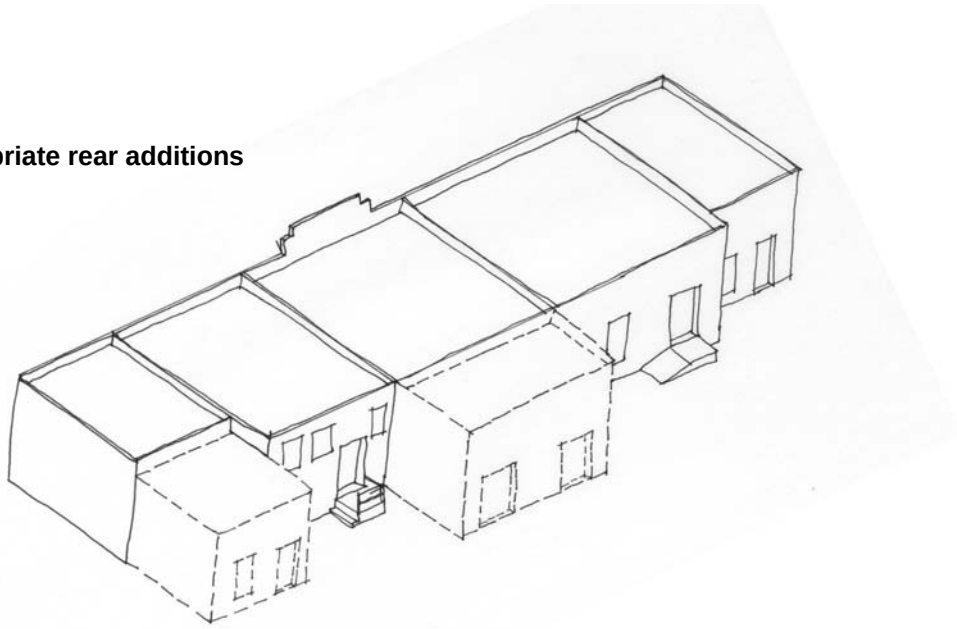
Additions to Lynchburg's commercial buildings may be appropriate if they are located at the rear of the building or a side addition recessed from the front façade. Rooftop additions are less appropriate but one-story additions may be added if they are recessed from the front of the building and are not readily visible from the street.

- A. Rear additions to historic commercial buildings are acceptable. Rear additions should be compatible with the original building in scale, proportion and rhythm of openings, size, and materials.
- B. Rear additions should be of wood or brick construction. Metal or concrete additions are less appropriate.
- C. When additions are constructed they should be designed to result in little or no damage to the original walls and details at the rear of the building. Connecting an original building with a rear wing should be via original door or window openings.
- D. Adding additional floors or stories to a building should only occur if the addition will not be readily visible from the street or other major pedestrian viewpoints. Roof additions should be set back from the main façade. Roof forms should be consistent with historic designs such as shed or flat roofs instead of gable or hipped roofs.



Rear facades are appropriate locations for additions to commercial buildings.

Appropriate rear additions



Roof additions should be recessed from the main façade and not readily visible from the street.

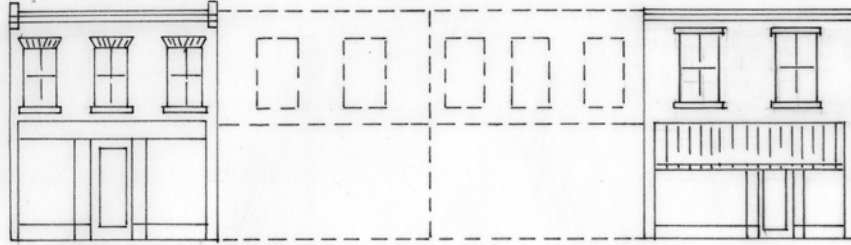
2. NEW BUILDINGS

New buildings in Lynchburg's commercial area should be representative of their period and be compatible with adjacent buildings in scale, height, materials, orientation, shape, placement, and rhythm and proportion of openings.

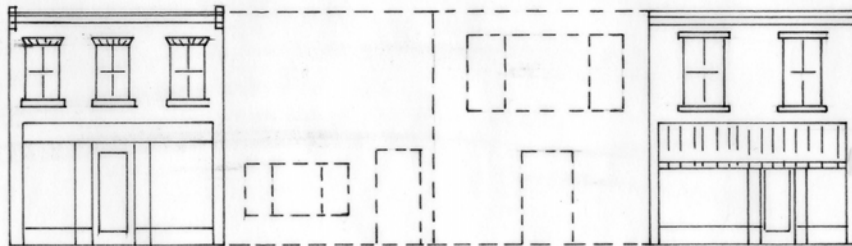


This corner location at 11th and Main Street is a prime candidate for compatible new construction.

- A. Throughout the downtown area there is a diversity of building heights ranging from one story to sixteen stories. New construction should be compatible in height with the block and general surroundings on which it is sited.
- B. Masonry (brick and stone) is the most appropriate material for new construction. Wood construction is also acceptable although less desirable.
- C. New buildings should be aligned with adjacent buildings along the street and conform to existing setbacks.
- D. New construction should be of similar width and scale and have similar proportions as adjacent buildings.
- E. New construction should be oriented towards the major street.
- F. New construction should have flat roof forms consistent with adjacent buildings.
- G. Window size and proportion of openings should be consistent with adjacent buildings.
- H. New buildings should maintain the traditional separation between storefronts and upper facades. This separation should be in alignment with adjacent buildings.
- I. New buildings which are constructed over several lots should have vertical divisions to maintain traditional building widths.

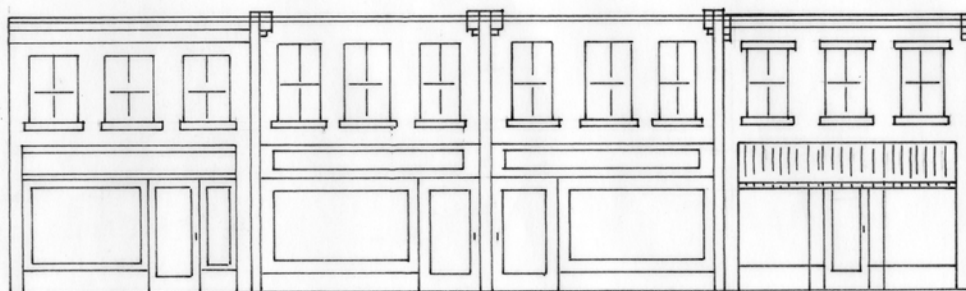


Appropriate Alignment



Inappropriate Alignment

New Construction should maintain traditional storefront and upper facade alignments.

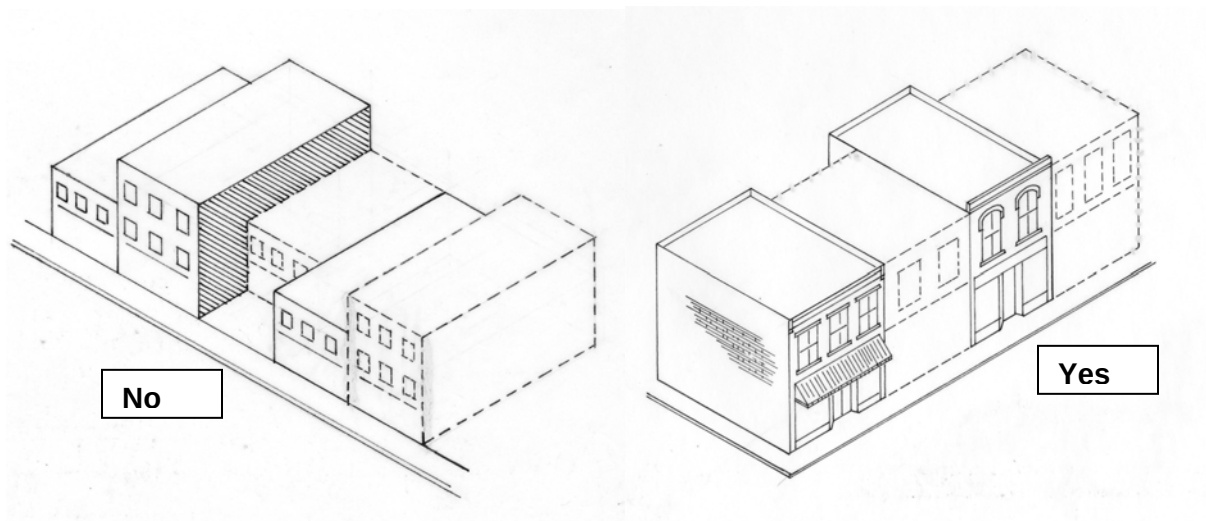


Historic

NEW

Historic

New construction should be consistent with storefront and window size and spacing.



New buildings should be constructed flush with the sidewalk and in the same line as historic buildings.



Large new buildings should be designed with vertical divisions to be consistent with traditional historic building widths.



This new commercial building replicates many features of a 19th century building.



More contemporary in design, this new building is compatible in its materials, vertical divisions, and fenestration facing the street.



This new building effectively uses both historic elements like arched windows as well as contemporary touches in the recessed corner bay.

VII. GUIDELINES FOR SITE AND SETTING

1. STREETScape ELEMENTS

Lynchburg has invested in streetscape improvements in the downtown area including new lighting, planter boxes and ADA curb cuts. Continuation and expansion of this program is encouraged.

- A. Lynchburg's commercial area should continue to be enhanced through streetscape elements such as benches and planters.
- B. The existing light standards are appropriate to the downtown area and future installation and maintenance should continue this design.
- C. Major streetscape improvements considered in the future should be consistent with the historic character of the downtown area and follow traditional designs.



Added streetscape elements including ADA curb cuts, brick sidewalks and street furniture (9th and Main Streets).

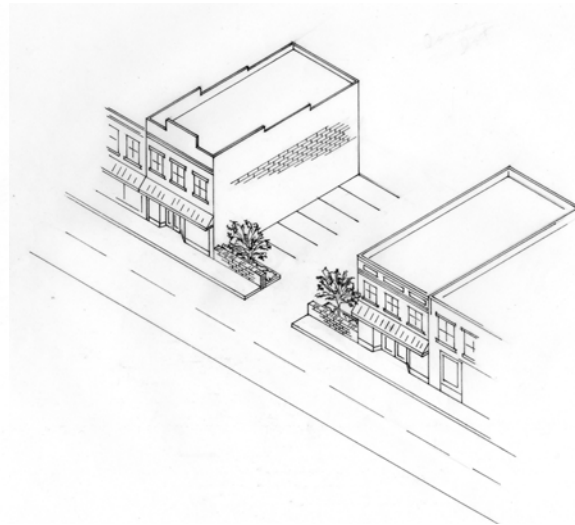
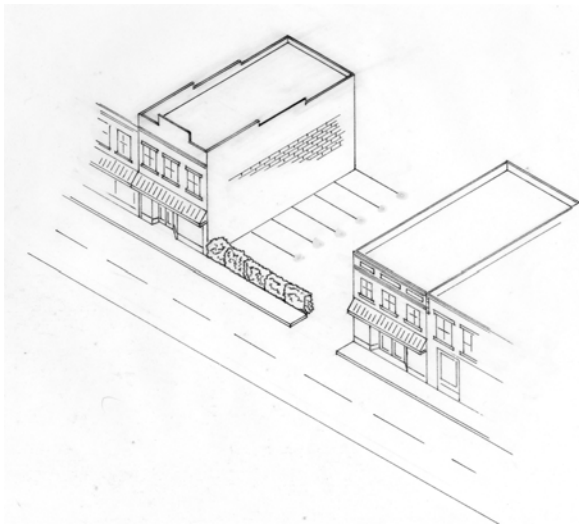


Streetscape elements in the downtown area include planters, rebuilt sidewalks and trees (9th and Main Streets).

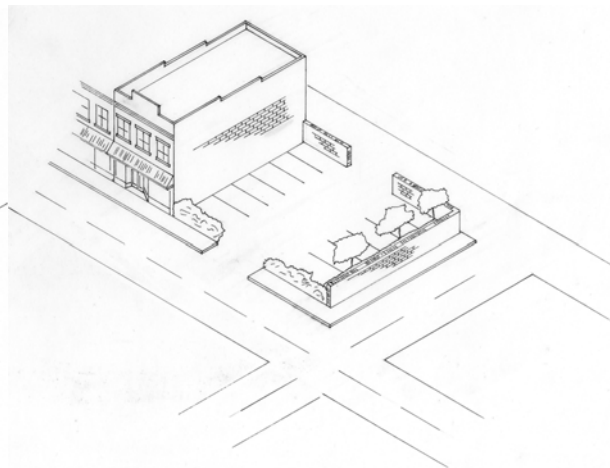
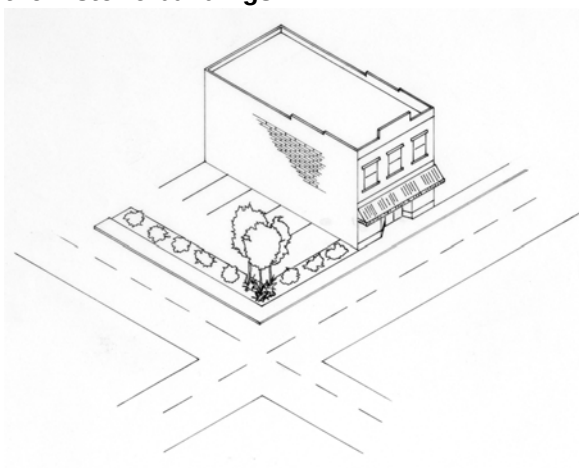
2. PARKING AREAS

Surface parking areas which are added to downtown Lynchburg should be screened through landscaping. Owners are encouraged to add appropriate landscape features to their lots.

- A. New parking areas added adjacent to existing buildings should be screened through the use of landscape materials such as shrubs, brick walls, or trees. These landscape materials should have the same setback and location as the front walls of adjacent buildings.
- B. Property owners are encouraged to enhance existing parking lots with appropriate landscape materials.



Parking areas added between buildings should be screened with landscaping in the same line as the historic buildings.



Parking areas at corner lots should also be outlined with landscaping or low walls.

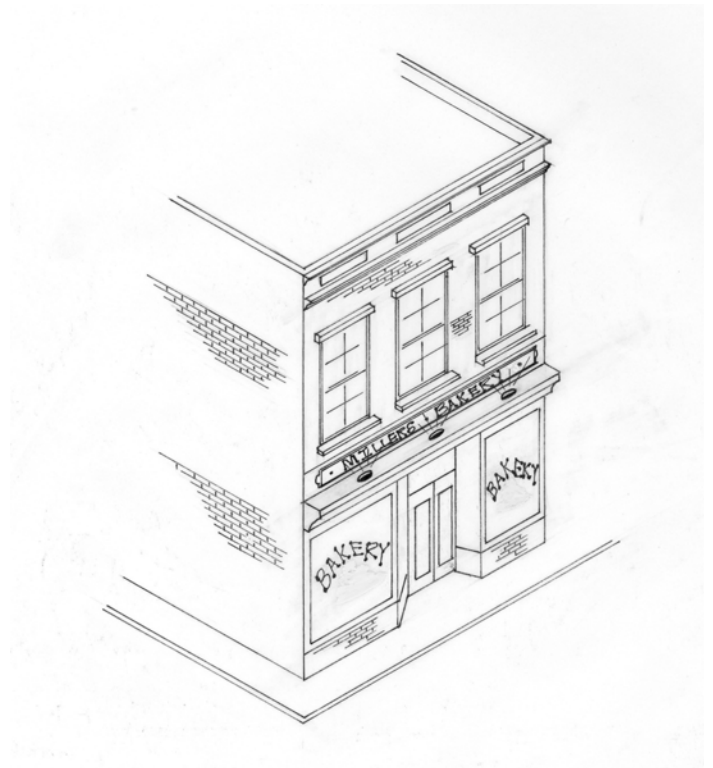
VIII. GUIDELINES FOR GRAPHICS AND SIGNAGE

Commercial buildings traditionally have had a variety of sign designs and placement and there should be wide flexibility for their use for the businesses of Lynchburg.

- A. Historic signs including neon signs should be preserved, maintained, and repaired.
- B. New signs should be of traditional materials such as wood, glass, copper or bronze letters. Sandblasted wood signs are appropriate. Plastic substrate signs, plywood signs, or unfinished wood are not recommended.
- C. Signs should be sized in proportion to the building. Avoid oversized signs.
- D. Buildings should have no more than three signs, not counting signs painted on windows.
- E. Signs that resemble logos or symbols for businesses are encouraged.
- F. Signs should have no more than two or three colors - colors should be coordinated with overall building colors.
- G. Serif, sans serif, or script lettering are traditional lettering styles for signs. Letters should not exceed 18 inches in height and cover more than 60% of the total sign area.
- H. Traditional sign locations include storefront beltcourses, upper facade walls (not to exceed 20% of the overall wall surface), hanging or mounted inside windows, or projecting from the face of the building. Movable sandwich boards or "menu easels" are also allowable downtown and provide additional signage for businesses.
- I. Signs should be installed in such a way that no damage occurs to historic materials. Mounting brackets and hardware for signs should be anchored into mortar, not masonry.
- J. Avoid fake historic signs such as "Colonial" designs.
- K. Lighting for signs should be concealed. Spot or up-lit lighting for signs is recommended. Internally-lit signs are not appropriate for the downtown area.
- L. Historically appropriate neon signs may be acceptable.



Appropriate sign locations for commercial buildings.



Commercial lighting concealment.



Wall signs should be placed at traditional sign locations (817 Main Street).



Combining signs inside storefront windows is encouraged.



Appropriate awning sign (817 Main Street).



Combination wall sign at 815 Church Street.



Projecting sign at 1022 Commerce Street.



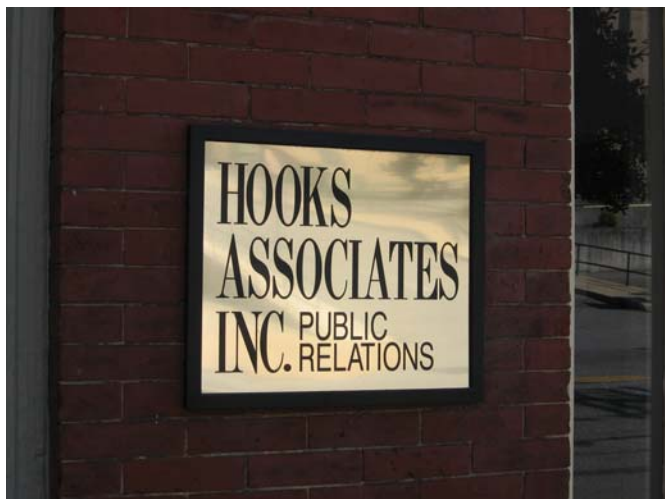
Projecting sign at 110 9th Street.



Projecting sign at 325 12th Street.



Preserve and maintain painted wall signs and “ghost” signs on facades (1022 Commerce Street).



Wall sign at 1022 Commerce Street.



Projecting sign at 1024 Main Street.



The use of sandwich boards for signage is appropriate (1102 Commerce Street).



Signs may also be placed inside windows. (1113 Church Street).

IX. GUIDELINES FOR DEMOLITION

Demolition of a historic building that contributes to the character of the historic district is highly discouraged. This should only be an action of last resort and a demolition permit requires an advisory review by the Historic Preservation Commission.

- A. Demolition of any original feature or part of a historic building should be avoided.
- B. Demolition of a building which contributes to the historic or architectural significance of a locally designated district should not occur, unless:
 - 1. public safety and welfare requires the removal of the building or structure;
 - 2. a building has lost its architectural and historical value and its removal will improve the appearance of the downtown area;
 - 3. a building does not contribute to the historical or architectural character and importance of the district and its removal will improve the appearance of the neighborhood; or
 - 4. the applicant has been unable to sell the property after having made an honest attempt to sell the building to an individual or organization that will preserve and restore the building.
 - 5. the property owner has applied to and received approval from the city council.
- C. Removal of exterior features for any reason whether due to neglect, deterioration, damage or willful removal is a violation of zoning ordinance 35.1-44.1 and is subject to penalties. Removal of exterior features is not a violation if it is ordered by the building commissioner pursuant to the provisions of the Uniform Statewide Building Code (USBC).
- D. Historic properties must be maintained in accordance with the standards of the USBC. Property owners cannot allow buildings to deteriorate by failing to provide ordinary maintenance or repair. Section 118.5 of the USBC permits the local building official to make emergency repairs when it is determined that there is any immediate danger of a building collapsing or falling due to neglect or lack of maintenance.

X. GUIDELINES FOR MOVING BUILDINGS

Downtown Lynchburg possesses a number of vacant lots that are appropriate locations for new construction or the relocation of buildings fifty years old or older. Moving commercial buildings is expensive and is generally considered a last resort to demolition. Moving buildings in the downtown area should be considered only if other means of preservation have failed.

- A. Moving buildings into the downtown district may be appropriate if the building is compatible with the district's architectural character in style, period, height, scale, materials, setting, and placement on the lot.
- B. Moving buildings that contribute to the historic and architectural character of a district should be avoided unless demolition is the only alternative.

XI. RESIDENTIAL BUILDINGS IN COMMERCIAL AREAS

Several blocks of Lynchburg's Downtown Historic District contain buildings which were originally used as residences. These are primarily located in the 500 to 1200 blocks of Church Street. These buildings are generally two to four stories in height and many contain multi-family units or apartments. These buildings differ from commercial buildings through their lack of storefronts and are a mix of townhouse and traditional residential designs of the late 19th and early 20th centuries. Most display Colonial Revival detailing in their fenestration and design.

Preserve and maintain original windows and window surrounds. Do not enclose original window openings. The addition of storm windows is appropriate as long as the windows are full-view design or have a central meeting rail to match the historic window.

Masonry, frame and stucco exteriors should be preserved and maintained.



519-521 Church Street

Preserve and maintain original architectural details such as cornices and eave brackets. Repair should be with materials to match the original.

Porches are one of the most important defining characteristics of historic residences. Original porches should be repaired, and not enclosed with glass or other materials except for screen panels. .

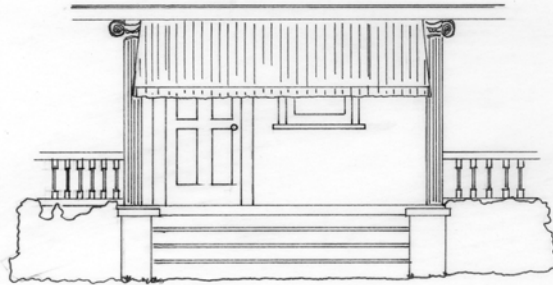
ADDITIONS

Additions should be located at the rear of buildings, not on the front or visible areas of the sides of buildings. Additions should not result in the raising of the roofline on the main façade for an additional story. Such actions would result in the loss of original design and character of the property. Additions should be secondary (smaller and simpler) than the original building in scale, design, and placement and should also be of a compatible design in keeping with the original building's design, roof shape, materials, color, and location of window, door, and cornice heights, etc.

AWNINGS

Canvas awnings for windows and porches were common features of historic residences. With the widespread use of air conditioning after World War II, the use of awnings declined. In recent years the use of awnings has increased because they are attractive and save energy costs. Canvas and similar material awnings are appropriate and encouraged for Lynchburg's downtown residences.

Canvas awnings are appropriate for shading porches and windows.



DECKS

Outdoor wood decks are popular additions and can usually work well with older buildings. As in the case of adding rooms, wood decks should be built only at the rear of buildings. Decks on the sides of buildings are also acceptable if they are not visible from the street. Decks should be built in traditional styles and forms as shown in the commercial guideline discussion.

ENTRANCES

Original doors and door elements such as sidelights and transoms should be preserved and maintained. The removal of original doors and replacement with solid wood doors or doors with non-traditional historic detailing is not appropriate. If storm doors are added they should be full-view design to allow the original door to be visible.



Preserve and maintain original doors and surrounds such as this Colonial Revival style door at 1113 Church Street.

FIRE ESCAPES

Multi-story buildings used for commercial and/or rental residential uses often require fire escapes to meet fire and safety codes. Fire escapes, whether incorporated within the walls of the building or attached to exterior walls, should be sited at the rear or sides of buildings that are not visible from the street.

GARBAGE DUMPSTERS

Garbage dumpsters (cans, dumpsters, etc.) should be located at the rear of buildings. Large garbage dumpsters at the rear of commercial buildings should be screened with landscaping or wood panels such as lattice.

GUTTERS

Deteriorated gutters and downspouts can cause extensive damage to building materials and detailing. Existing gutters should be regularly cleaned and maintained. If new gutters are required, half-round designs are the most historically accurate. If not readily available, "K" or ogee design gutters of aluminum or vinyl are acceptable. Gutters should be installed in a manner that avoids damage to historic fabric.

HANDICAPPED RAMPS

Handicapped ramps are sometimes needed to provide access for those with disabilities. Handicapped ramps are best located at the rear or sides of buildings that are not visible from the street. If such locations are not practical, ramps of brick and concrete with appropriate railings and screening are recommended.



Appropriate handicap ramp at 1107 Church Street.

LANDSCAPING

Buildings along Church Street may be enhanced with low plantings and shrubbery native to the region. Some buildings along the street have small yards and landscaping of these spaces is encouraged. The use of planter boxes in front of buildings flush with the sidewalk is also appropriate. The planting of street trees is acceptable as long as the trees will have a limited height and not significantly obscure the view of the building.

MECHANICAL SYSTEMS

Modern air conditioning and heating units often require condensers and other units to be placed on the exterior. These units are typically located adjacent to, or within a few feet of the building. Heating and cooling units should be placed at the rear or sides of buildings not visible from the street. The placement of these units at the front of buildings is not appropriate and should be avoided. Screening of these units through shrubbery, fencing, or lattice panels is highly recommended.

SECURITY DOORS AND WINDOWS

The installation of security doors and windows is appropriate within some parameters. Statistically, intruders primarily enter through rear or side doors or windows that are not visible from the street. The installation of security doors and window bars on these facades is acceptable. Although less appropriate on main facades, security doors may be installed if they are full view design or have minimal structural framing which allow the viewing of the historic door behind it. Ornate security doors with extensive grillwork or decorative detailing are not appropriate for entrances on the primary facade. Window bars on primary facades, if added, should also be as visually unobtrusive as possible.

SKYLIGHTS

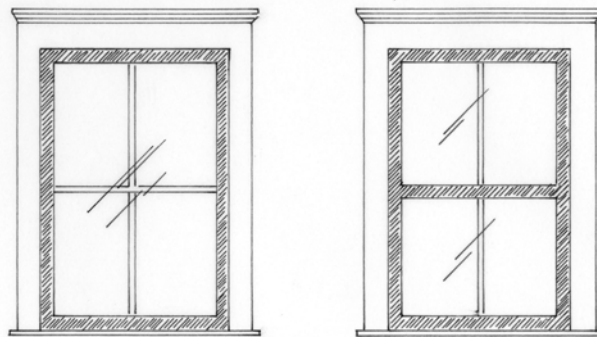
The addition of skylights can make the use of upper floor space or attic space more practical. The installation of skylights is appropriate as long as they are placed on rear roof lines, behind gables or dormers, or in locations otherwise not visible from the street. Skylights which are flush with the roofline or lay flat are more appropriate than those with convex or "bubble" designs.

SOLAR COLLECTORS

Solar energy collectors or panels are available that can be both freestanding or attached directly to the building. Solar collectors are appropriate as long as they are sited in rear yards or rear rooflines not visible from the street.

STORM WINDOWS AND DOORS

The installation of storm windows and doors can help lower energy costs and are appropriate for older dwellings. Storm windows should be full-view design or have the central meeting rail at the same location as the historic window behind it. Windows and doors of dark anodized aluminum or baked enamel are preferred to those of "raw" or milled aluminum.



Storm windows should be full view design or match the meeting rail of the window behind it.



Original windows should be repaired and maintained or replaced with new wood or baked enamel aluminum designs to match the original (1113 Church Street).

WINDOWS

Original wood or metal windows should be preserved and maintained. Replacement windows should be of materials and with forms that match the original as closely as possible. The installation of anodized aluminum or baked enamel aluminum windows is acceptable if they match the original light configuration of the original windows. The installation of vinyl windows is discouraged as is the use of snap-in muntins. Many brands of vinyl windows do not successfully imitate wood windows in their dimensions and profile and may also discolor due to ultra-violet rays.

APPENDICES

**APPENDIX A – The SECRETARY of the INTERIOR'S STANDARDS for
REHABILITATION**

APPENDIX B – BASIC MAINTENANCE ADVICE

APPENDIX C - DEFINITIONS AND TERMS

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**APPENDIX E – INCENTIVES AND ASSISTANCE FOR REAL ESTATE
REHABILITATION IN LYNCHBURG**

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APPENDIX A

The SECRETARY of the INTERIOR'S STANDARDS for REHABILITATION

The Secretary of the Interior's Standards for Rehabilitation are standards used throughout the country as a basis for local design review guidelines. These standards are the basic points from which the Lynchburg Commercial Design Guidelines Manual have been developed.

The Standards that follow were originally published in 1977 and revised in 1990 as part of Department of the Interior regulations (36 CFR Part 67, Historic Preservation Certifications). They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards are to be applied to specific, rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

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 and its site and 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 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, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
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 in 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.

APPENDIX B - BASIC MAINTENANCE ADVICE

MATERIALS

1. Prevent water from making contact with exterior wood siding. Of particular importance is keeping all gutters and downspouts in good repair to keep water from infiltrating the wood surface.
2. All exposed wood should be kept painted, stained or treated with preservatives.
3. Repairs for wood siding such as cracks can be made through the use of waterproof glue or plastic wood. Large cracks may be filled with caulk followed by putty or plastic wood. The surface should then be sanded, allowed to dry, and painted.
4. Where exterior siding has to be replaced the use of pressure treated wood is recommended to prevent deterioration. The use of siding to match in dimension, size and profile is required.
5. Use paints consistent (oil or latex) with the existing paint surface for exterior siding.
6. Keep exterior brick clean of mildew, efflorescence and dirt. Also keep exterior brick clean of vines, ivy, and other plant materials. Washing with detergents and water are best for exterior masonry and mortar. Sandblasting, water-blasting and other abrasive cleaning methods are detrimental to historic buildings and should not be used.
7. Re-pointing of historic mortar should be with a mortar which matches the original in appearance and composition. Most mortar from before 1900 was composed of lime and sand and a mortar with similar content should be applied. The use of Portland cement is generally not appropriate due to the hardness of the mortar versus the softness of the brick.
8. Most silicone based or waterproof coatings have limited effectiveness and may actually add to moisture problems by not allowing the brick to breathe. The use of these products is not appropriate.

ROOFS, CORNICES, CHIMNEYS

1. Check the roof regularly for leaks, deterioration of flashing, and worn roof surfaces such as rolled or asphalt shingles. An inspection of the upper floor or attic space during or following a rainstorm can also assist in detection of water related problems.
2. Know what metals are used in the cornice or roof's flashing and use only similar metals during replacement or repair. Different metals should not touch each other or a galvanic reaction may occur leading to corrosion.
3. Metal roofs and cornices should be kept painted to prevent rust and deterioration. Appropriate paints include those with an iron oxide oil base. Asphalt based paints and aluminum paints should not be used on historic metals as they could accelerate the rusting process.

4. Chimneys should be regularly checked for cracking, leaning, spalling, and infestation by birds and insects. The use of chimney caps over chimneys or flue openings is recommended to keep out moisture. Refer to the chimney section – only certain types of caps are acceptable.

GUTTERS AND DOWNSPOUTS

1. Keep gutters and downspouts in good repair. Make sure they are properly connected, are clean of leaves and other debris, and channel water effectively away from the building. Seal all cracks in downspouts with silicone caulk or sealants.
2. The use of splash blocks to keep water away from the foundation is recommended.
3. Gutters and downspouts which are deteriorated should be replaced with new gutters and downspouts. Half-round gutters and round downspouts are preferable to corrugated designs.

FOUNDATIONS

1. All water should drain away from a building and should not enter the foundation.
2. Trees, shrubs, and other plants should be kept well away from the foundation to prevent damage from moisture and root movement. Typically a minimum distance of 2' between the plantings and the foundation wall is recommended.

PORCHES AND EXTERIOR ORNAMENTATION

1. Keep all porch and trim elements painted.
2. Pressure treated wood is appropriate if in the same design and appearance.

ENTRANCES

1. Doors, transoms, and sidelights should be kept clean and the glass should be continually washed.
2. Original locks and hardware should be kept oiled and in good repair. If original hardware is missing or is deteriorated, the use of reproduction locks and hardware suitable for the building is recommended.
3. Doors with stained wood finish should be kept varnished; painting over the wood finish is not recommended.

WINDOWS

1. Windows should be kept clean and free of dirt and grime. Wood sash surfaces should be painted regularly.
2. Windows should be kept caulked and sealed to aid in energy conservation.

3. Shutters and blinds should be kept painted and in good repair.
4. Old or deteriorated curtains or shades behind windows should be removed or replaced.

AWNINGS

1. Canvas awnings should be washed periodically and kept in good repair.
2. Awning hardware should be regularly checked for rust or loose mechanisms.
3. Awnings which become torn or otherwise deteriorated should be replaced.

SIGNS

1. Abandoned signs and sign hardware should be removed from buildings, unless historic.
2. Signs should be kept painted and mounting bolts should be checked periodically to make sure they are secure.
3. Light fixtures, conduits, and wiring for signs should be inspected and replaced when necessary.

APPENDIX C - DEFINITIONS AND TERMS

A. Procedural Definitions

Certificate of Appropriateness: A document awarded by the Historic Preservation Commission (HPC) allowing an applicant to proceed with a proposed alteration, demolition, or new construction in a designated area or site, following a determination of the proposal's suitability according to applicable criteria.

Certified Local Government: Any city, county, parish, township, municipality, or borough or any other general purpose subdivision enacted by the National Preservation Act Amendments of 1980 to further delegate responsibilities and funding to the local level.

Due process: The established procedure by which legal action is carried out.

Normally Required: Mandatory actions, summarized in the guidelines, whose compliance is enforced by the HPC.

Public notice: The classified advertisement of an event, such as a preservation commission meeting, that is published in the local newspaper and posted in the city government building in order to notify the general public of the upcoming event.

Recommended: Suggested, but not mandatory actions summarized in the guidelines.

B. Technical Definitions

Adaptive Use: Rehabilitation of a historic structure for use other than its original use such as a residence converted into offices.

Addition: New construction added to an existing building or structure.

Alteration: Work which impacts any exterior architectural feature including construction, reconstruction, repair, or removal of any building element.

Appropriate: Especially suitable or compatible.

Building: A structure used to house human activity such as a dwelling or garage.

Character: The qualities and attributes of any structure, site, street or district.

Configuration: The arrangement of elements and details on a building or structure which help to define its character.

Contemporary: Reflecting characteristics of the current period. Contemporary denotes characteristics which illustrate that a building, structure, or detail was constructed in the present or recent past rather than being imitative or reflective of a historic design.

Compatible: In harmony with location and surroundings.

Context: The setting in which a historic element, site, structure, street, or district exists.

Demolition: Any act which destroys in whole or in part a building or structure.

Demolition by Neglect: The destruction of a building or structure through abandonment or lack of maintenance.

Design Guidelines: Criteria developed to identify design concerns in an area and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings and districts.

Element: A material part or detail of a site, structure, street, or district.

Elevation: Any one of the external faces or facades of a building.

Fabric: The physical material of a building, structure, or community, connoting an interweaving of component parts.

Facade: Any one of the external faces or elevations of a building.

Harmony: Pleasing or congruent arrangement.

Height: The distance from the bottom to the top of a building or structure.

Historic District: A geographically definable area with a significant concentration of buildings, structures, sites, spaces, or objects unified by past events, physical development, design, setting, materials, workmanship, sense of cohesiveness or related historical and aesthetic associations. The significance of a district may be recognized through listing in a local, state, or national landmarks register and may be protected legally through enactment of a local historic district ordinance administered by a historic district board or commission.

Historic Imitation: New construction or rehabilitation where elements or components mimic an architectural style but are not of the same historic period as the existing buildings (historic replica).

Historic Preservation Commission: The city's governmental board responsible for overseeing design review in locally designated districts.

Infill: New construction in historic districts on vacant lots or to replace existing buildings.

Landmark: A building, structure, object or site which is identified as a historic resource of particular significance.

Landscape: The totality of the built or human-influenced habitat experienced at any one place. Dominant features are topography, plant cover, buildings, or other structures and their patterns.

Maintain: To keep in an existing state of preservation or repair.

Material Change: A change that will affect either the exterior architectural or environmental features of an historic property or any structure, site, or work of art within an historic district.

New construction: Construction which is characterized by the introduction of new elements, sites, buildings, or structures or additions to existing buildings and structures in historic areas and districts.

Obscured: Covered, concealed, or hidden from view.

Preservation: Generally, saving from destruction or deterioration old and historic buildings, sites, structures, and objects and providing for their continued use by means of restoration, rehabilitation, or adaptive use.

Proportion: Harmonious relation of parts to one another or to the whole.

Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure, or object, or a part thereof, as it appeared at a specific period of time.

Rehabilitation: The act or process of returning a property or building to usable condition through repair, alteration, and/or preservation of its features which are significant to its historical, architectural, and cultural values.

Restoration: The act or process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Retain: To keep secure and intact. In the guidelines, "retain" and "maintain" describe the act of keeping an element, detail, or structure and continuing the same level of repair to aid in the preservation of elements, sites and structures.

Re-use: To use again. An element, detail, or structure might be reused in historic districts.

Rhythm: Movement or fluctuation marked by the regular occurrence or natural flow of related elements.

Scale: Proportional elements that demonstrate the size, materials, and style of buildings.

Setting: The sum of attributes of a locality, neighborhood, or property that defines its character.

Significant: Having particularly important associations within the contexts of architecture, history, and culture.

Stabilization: The act or process of applying measures essential to the maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Streetscape: The distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furniture, and forms of surrounding buildings.

Style: A type of architecture distinguished by special characteristics of structure and ornament and often related in time; also a general quality of a distinctive character.

C. GLOSSARY OF TERMS

Addition New construction added to an existing building or structure.

Alteration Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

American bond A brickwork pattern where most courses are laid flat, with the long "stretcher" edge exposed, but every fifth to eighth course is laid perpendicularly with the small "header" end exposes, to structurally tie the wall together.

Apron A decorative, horizontal trim piece on the lower portion of an architectural element.

Arch A curved construction of wedge-shaped stones or bricks which spans an opening and supports the weight above it. (see flat arch, jack arch, segmental arch and semi-circular arch)

Attic The upper level of a building, not of full ceiling height, directly beneath the roof.

Baluster One of a series of short, vertical, often vase-shaped members used to support a stair or porch handrail, forming a balustrade.

Balustrade An entire rail system with top rail and balusters.

Bargeboard A board which hangs from the projecting end of a gable roof, covering the end rafters, and often sawn into a decorative pattern.

Bay The portion of a facade between columns or piers providing regular divisions and usually marked by windows.

Bay window A projecting window that forms an extension to the floor space of the internal rooms; usually extends to the ground level.

Belt course A horizontal band usually marking the floor levels on the exterior facade of a building.

Board and batten Siding fashioned of boards set vertically and covered where their edges join by narrow strips called battens.

Bond A term used to describe the various patterns in which brick (or stone) is laid, such as "common bond" or "Flemish bond."

Bracket A projecting element of wood, stone or metal which spans between horizontal and vertical surfaces (eaves, shelves, overhangs) as decorative support.

Bulkhead The structural panels just below display windows on storefronts. Bulkheads can be both supportive and decorative in design. 19th century bulkheads are often of wood construction with rectangular raised panels. 20th century bulkheads may be of wood, brick, tile, or marble construction. Bulkheads are also referred to as kickplates.

Bungalow Common house form of the early twentieth century distinguished by horizontal emphasis, wide eaves, large porches and multi-light doors and windows.

Carrara Glass Tinted glass widely used for storefront remodeling during the 1930s and 1940s. Carrara glass usually came in black, tan, or dark red colors.

Capital The head of a column or pilaster.

Casement window A window with one or two sashes which are hinged at the sides and usually open outward.

Clapboards Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weather-proof exterior wall surface.

Classical order Derived from Greek and Roman architecture, a column with its base, shaft, capital and entablature having standardized details and proportions, according to one of the five canonized modes: Doric, Tuscan, Ionic, Corinthian, or Composite.

Clipped gable A gable roof where the ends of the ridge are terminated in a small, diagonal roof surface.

Colonial Revival House style of the early twentieth century based on interpretations of architectural forms of the American colonies prior to the Revolution.

Column A circular or square vertical structural member.

Corbel In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.

Corinthian order Most ornate classical order characterized by a capital with ornamental acanthus leaves and curled fern shoots.

Cornice The uppermost, projecting part of an entablature, or feature resembling it. Any projecting ornamental molding along the top of a wall, building, etc.

Cresting A decorated ornamental finish along the top of a wall or roof, often made of ornamental metal.

Cross-gable A secondary gable roof which meets the primary roof at right angles.

Dentils A row of small tooth-like blocks in a classical cornice.

Doric order A classical order with simple, unadorned capitals, and with no base.

Dormer window A window that projects from a roof.

Double-hung window A window with two sashes, one sliding vertically over the other.

Eave The edge of a roof that projects beyond the face of a wall.

Elevation Any of the external faces of a building.

Ell The rear wing of a house, generally one room wide and running perpendicular to the principal building.

Engaged column A round column attached to a wall.

Entablature A part of a building of classical order resting on the column capital; consists of an architrave, frieze, and cornice.

Facade The face or front elevation of a building.

Fanlight A semi-circular window usually over a door with radiating muntins suggesting a fan.

Fascia A projecting flat horizontal member or molding; forms the trim of a flat roof or a pitched roof; also part of a classical entablature.

Fenestration The arrangement of windows on a building.

Finial A projecting decorative element, usually of metal, at the top of a roof turret or gable.

Fishscale shingles A decorative pattern of wall shingles composed of staggered horizontal rows of wooden shingles with half-round ends.

Flashing Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.

Flat arch An arch whose wedge-shaped stones or bricks are set in a straight line; also called a jack arch.

Flemish bond A brick-work pattern where the long "stretcher" edge of the brick is alternated with the small "header" end for decorative as well as structural effectiveness.

Fluting Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface.

Foundation The lowest exposed portion of the building wall, which supports the structure above.

Frieze The middle portion of a classical cornice; also applied decorative elements on an entablature or parapet wall.

Gable The triangular section of a wall to carry a pitched roof.

Gable roof A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gambrel roof A ridged roof with two slopes on either side.

Ghosts Outlines or profiles of missing buildings or building details. These outlines may be visible through stains, paint, weathering, or other residue on a building's facade.

Guardrail A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibilities of a fall from the walking surface to a lower level.

Handrail A horizontal or sloping rail intended for grasping by the hand for guidance or support.

Hipped roof A roof with uniform slopes on all sides.

Hood molding A projecting molding above an arch, doorway, or window, originally designed to direct water away from the opening; also called a drip mold.

Ionic order One of the five classical orders used to describe decorative scroll capitals.

Infill New construction where there had been an opening before, such as a new building between two older structures; or block infill between porch piers or in an original window opening.

Jack arch (see Flat arch)

Keystone The wedge-shaped top or center member of an arch.

Knee brace An oversize bracket supporting a cantilevered or projecting element.

Lattice An openwork grill of interlacing wood strips used as screening.

Lintel The horizontal top member of a window, door, or other opening.

Luxfer glass A glass panel made up of small leaded glass lights either clear or tinted purple. These panels were widely used for storefront transoms during the early 20th century.

Mansard roof A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.

Masonry Exterior wall construction of brick, stone or adobe laid up in small units.

Massing The three-dimensional form of a building.

Metal standing seam roof A roof composes of overlapping sections of metal such as copper-bearing steel or iron coated with aterne alloy of lead and tin. These roofs were attached or crimped together in various raised seams for which the roof are named.

Modillion A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of a cornice.

Mortar A mixture of sand, lime, cement, and water used as a binding agent in masonry construction.

Mullion A heavy vertical divider between windows or doors.

Multi-light window A window sash composed of more than one pane of glass.

Muntin A secondary framing member to divide and hold the panes of glass in multi-light window or glazed door.

Neo-classical Revival style Early twentieth century style which combines features of ancient, Renaissance, and Colonial architecture; characterized by imposing buildings with large columned porches.

Oriel window A bay window which emerges above the ground floor level.

Paired columns Two columns supported by one pier, as on a porch.

Palladian window A window with three openings, the central one arched and wider than the flanking ones.

Panelled door A door composed of solid panels (either raised or recessed) held within a framework of rails and stiles.

Parapet A low horizontal wall at the edge of a roof.

Pediment A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Pier A vertical structural element, square or rectangular in cross-section.

Pilaster A square pillar attached, but projecting from a wall, resembling a classical column.

Pitch The degree of the slope of a roof.

Portico A roofed space, open or partly enclosed, forming the entrance and centerpiece of the facade of a building, often with columns and a pediment.

Portland cement A strong, inflexible hydraulic cement used to bind mortar. Mortar or patching materials with a high Portland cement content should not be used on old buildings. The Portland cement is harder than the masonry, thereby causing serious damage over annual freeze-thaw cycles.)

Preservation The act of maintaining the form and character of a building as it presently exists. Preservation stops deterioration and stabilizes the structure.

Pressed tin Decorative and functional metalwork made of molded tin used to sheath roofs, bays, and cornices.

Pyramidal roof A roof with four identical sides rising to a central peak.

Quoins A series of stone, bricks, or wood panels ornamenting the outside of a wall.

Reconstruction The accurate recreation of a vanished, or irreplaceably damaged structure, or part thereof; the new construction recreates the building's exact form and detail as they appeared at some point in history.

Rehabilitation The act of returning a building to usable condition through repair, alteration, and/or preservation of its features.

Restoration The process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Ridge The top horizontal member of a roof where the sloping surfaces meet.

Rusticated Roughening of stonework of concrete blocks to give greater articulation to each block.

Sash The moveable framework containing the glass in a window.

Segmental arch An arch whose profile or radius is less than a semicircle.

Semi-circular arch An arch whose profile or radius is a half-circle the diameter of which equals the opening width.

Sheathing An exterior covering of boards of other surface applied to the frame of the structure. (see Siding)

Shed roof A gently-pitched, almost flat roof with only one slope.

Sidelight a vertical area of fixed glass on either side of a door or window.

Siding the exterior wall covering or sheathing of a structure.

Sill The bottom crosspiece of a window frame.

Spindles Slender, elaborately turned wood dowels or rods often used in screens and porch trim.

Stabilization The essential maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Streetscape The general appearance and configuration of the many buildings which define the street.

Stretcher bond A brickwork pattern where courses are laid flat with the long "stretcher" edge exposed.

Surround An encircling border or decorative frame, usually at windows or doors.

Swag Carved ornament on the form of a cloth draped over supports, or in the form of a garland of fruits and flowers.

Terra cotta Decorative building material of baked clay. Terra cotta was often glazed in various colors and textures. Terra cotta was widely used for cornices, inset panels, and other decorative façade elements from ca. 1880 to 1930.

Transom A horizontal opening (or bar) over a door or window. (see Overlight)

Trim The decorative framing of openings and other features on a facade.

Turret A small slender tower.

Veranda A covered porch or balcony on a building's exterior.

Vergeboard The vertical face board following and set under the roof edge of a gable, sometimes decorated by carving.

Vernacular A regional form or adaptation of an architectural style.

Wall dormer Dormer created by the upward extension of a wall and a breaking of the roofline.

Water table A projecting horizontal ledge, intended to prevent water from running down the face of a wall's lower section.

Weatherboard Wood siding consisting of overlapping boards usually thicker at one edge than the other.

APPENDIX D - SUGGESTED BIBLIOGRAPHY

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APPENDIX E

INCENTIVES AND ASSISTANCE FOR REAL ESTATE REHABILITATION IN LYNCHBURG

Please see: <http://www.lynchburgva.gov/Index.aspx?page=4355>

APPENDIX F – MAPS

Court House Hill / Downtown
Lower Basin

See <http://www.lynchburgva.gov/Index.aspx?page=3746> to print maps

AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

Rachel Frischeisen, Senior Planner

AGENDA ITEM # IV.3

Rezoning: B-4, Urban Commercial to B-5, General Business District – 602 Taylor Street & 1212 Park Avenue

RECOMMENDATION

This item will appear for City Council vote on the December 12, 2023 Public Hearing agenda. Denial of the petition to rezone 602 Taylor Street and 1212 Park Avenue from B-4, Urban Commercial to B-5, General Business District to allow the use of the properties for used automobile sales.

SUMMARY

Mr. Hunter Dawson is petitioning to rezone 602 Taylor Street and 1212 Park Avenue from B-4, Urban Commercial to B-5, General Business District to allow the use of the properties for used automobile sales. The properties are included in the area covered by the Fifth Street Corridor Master Plan adopted by City Council on May 23, 2006. The Comprehensive Plan 2013-2030 Future Land Use Map (FLUM) recommends a Neighborhood Commercial land use for the properties fronting 5th Street & Park Avenue. These areas are intended to consist primarily of office, retail, personal service, and restaurant uses that are scaled and designed to be compatible with and serve their immediate neighborhood.

Planning Commission recommended denial of the petition, citing concerns of setting precedence for auto-oriented uses which negatively impacted 5th Street and the adjoining neighborhoods in the past. The proposed rezoning does not align with the recommendations of the Future Land Use Map, Comprehensive Plan 2013-2030, and the 5th Street Corridor Master Plan.

PRIOR ACTION(S)

October 25, 2023: The Planning Commission recommended denial (6-0, with 1 absent; Bowden) of the rezoning petition.

October 25, 2023: The Planning Division recommended denial of the petition.

FISCAL IMPACT

N/A

CONTACT(S)

Rachel Frischeisen, Senior Planner
William Martin, Acting Community Development Director

ATTACHMENT(S)

1. Planning Commission Minutes, Report, and Attachments

REVIEWED BY

William Martin, Acting Community Development Director

Date: November 16, 2023



Kent White, Assistant City Manager

Date: November 16, 2023



Mercedes Braun, Assistant to the City Manager

Date: November 17, 2023



Wynter Benda, City Manager

Date: November 17, 2023



Alicia Finney, Clerk of Council

Date: November 21, 2023

MINUTES OF THE OCTOBER 25, 2023 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED):

Petition of Hunter Dawson to rezone approximately four hundred ninety-five thousandths (0.495) of an acre located at 602 Taylor St & 1212 Park Ave from B-4, Urban Commercial District to B-5, General Business District to allow the use of the properties as a used car lot.

Ms. Rachel Frischeisen, Acting City Planner, provided the following summary to the Commission. The subject properties are located at 602 Taylor Street & 1212 Park Avenue. The purpose of the petition is to rezone the properties from B-4, Urban Commercial District to B-5, General Business District to allow the use of the properties for used automobile sales. The properties are included in the area covered by the Fifth Street Corridor Master Plan adopted by City Council on May 23, 2006. The properties are recommended for Neighborhood Commercial land uses on the Future Land Use Map. The Comprehensive Plan 2013-2030 recommends a Neighborhood Commercial land use that are intended to consist primarily of office, retail, personal service, and restaurant uses that are scaled and designed to be compatible with and serve their immediate neighborhood. Patrons can walk, bike or take a short drive to reach them. They are comprised of individual businesses, clusters of businesses, or small shopping centers. The Fifth Street Corridor Master Plan was adopted by City Council on May 23, 2006. The properties fronting Park Avenue and Fifth street were included in the scope of the plan. The purpose of the plan is to provide a vision and a blueprint for the revitalization of the Fifth Street Corridor between Main Street and the Martin Luther King, Jr. Memorial Bridge. The primary focus is the area two blocks on either side of Fifth Street, though the surrounding neighborhoods, including College Hill, Garland Hill and Tinbridge Hill are also very important to the corridor's character and revitalization. Fifth Street links the Downtown/Riverfront and Midtown areas of the City, both of which are the focus of revitalization efforts as of recent years. In order for the corridor to succeed, it must serve the needs of the residents and be an attractive gateway to both Downtown and Midtown. The properties were rezoned to B-6, Riverfront Downtown (now B-4, Urban Commercial District), on December 11, 2007. This rezoning of the corridor was done following the adoption and under the recommendations of the 5th Street Master Plan. The subject properties consist of approximately four hundred ninety-five thousandths (0.495) acres located at 602 Taylor Street & 1212 Park Avenue. The property located at 602 Taylor Street contains a twelve thousand nine hundred (12,900) square foot paved area constructed in 1975. The area is enclosed by a chain link fence with barbwire at the top. The property located at 1212 Park Avenue contains a six thousand eight hundred eighty-nine (6889) square foot building constructed in 1900. The concept plan states that no new buildings or additions are proposed. The City Engineer noted that any work involving entrances or sidewalks would require a site plan. The City's Transportation Engineer noted that entrances do not meet City Access Management Standards. The subject properties are included in the area covered by the Fifth Street Corridor Master Plan. With the adoption of the Master Plan and subsequent rezoning of properties in the area, City Council made a conscious decision to move away from auto-dominated uses that initially contributed in the decline of the area. The Master Plan provides a vision of a revitalized Fifth Street Corridor that is walkable and meets the needs of the surrounding neighborhood. The uses that did not comply with the plan and the B-4, Urban Commercial District are allowed to remain as "nonconforming" uses; however, it was with the understanding that they would eventually be redeveloped to those consistent with the vision and the desires of the neighborhoods. There has been significant public and private investments in the area that follow the vision in the adopted Master Plan. Rezoning the property to B-5, General Business District to allow used automobile sales may be viewed as a quick way to have the property brought into use; however, it would be extremely detrimental to the long-term goals of the plan and surrounding neighborhoods. Planning staff has concerns that rezoning the property to B-5, General Business District could set precedence for similar rezoning in the corridor, which may allow more auto-dominant uses. These uses had previously contributed towards the decline of Fifth Street. The requested B-5, General Business District is the most intense commercial district that allows a wide range of uses (including outside storage) that are not compatible with the vision of the Fifth Street Master Plan. The Planning Division recommends denial of the rezoning petition.

Chair Johnson asked if anyone was present to speak on behalf of the petition.

Ms. Amy Seipp, of Accupoint surveying and design, on behalf of Mr. Hunter Dawson, was present to

represent the petition. The rezoning is needed to be able to sell cars on the lot. The benefits would be a cleaned-up lot that otherwise may remain vacant.

Chair Johnson asked if there was anyone present to speak in favor of this petition.

Chair Johnson asked if there was anyone present to speak in opposition of this petition.

Chair Johnson closed the public hearing.

Chair Johnson asked if the property being sold impacted the grandfathered use for this property.

Ms. Frischeisen advised that nonconforming uses can normally continue when a property changes ownership, but the nonconforming status would be removed if the use was discontinued for two (2) years. There were records of auto repair uses but no record of auto sales. The petitioner wants the primary use to be auto sales but the only verified nonconforming use is auto repairs.

Commissioner Rogers asked if B-5 zoning was primarily for car lots and shopping centers.

Ms. Frischeisen advised that B-5 allows for outdoor storage and auto-oriented uses and that these are the main concerns of staff. Rezoning this property could set a precedent for future rezoning requests in the corridor. Staff does not want to see more auto uses in the area, as it was not good for this neighborhood in the past.

Commissioner Gammon asked for clarification as to why auto businesses were not good for the area in the past.

Ms. Frischeisen responded that in the past, on 5th Street, there were a number of the same type of uses and they did not serve the neighborhood's needs.

Commissioner Gammon asked what the City's intent was for this area.

Ms. Frischeisen responded it is to promote commercial businesses that serve the neighborhood in a variety of ways.

Commissioner Rogers asked if there were more categories that are kept out of the B-4 zoning besides car related businesses.

Ms. Frischeisen responded that the purpose of the B-4 zoning in this corridor was intended to remove the parking requirements that led to the decline of the corridor by restricting uses that required off-street parking. It also encourages more downtown-type uses by not allowing gas stations and car lots in more urban settings. While some commercial uses near the water treatment facility and residential area may be appropriate, an intense use such as a car lot does not make a good transition to the residential area.

Chair Johnson stated that with the current number of auto facilities in the area and the water treatment facility, it is difficult to imagine a nice shopping area or restaurants being built there.

Commissioner Henderson replied that he lives nearby and that there are a lot of red flags that would cause concern to have the auto place along the corridor and that is not the best place for that business. The Fifth street corridor holds a lot of promise and while it may take a while to get there, this proposed rezoning would not help that and would go against the Comprehensive Plan recommendation of making this a corridor that serves the neighborhood.

Commissioner Gammon agreed with Commissioner Henderson. Some buildings in the surrounding area are under renovation and with a bit of vision this area could also be something fun and neat in Downtown. Voting in favor of this would be trying to allow something back in to the neighborhood that the city is trying to move away from.

Commissioner Marion asked if the owner of the property could still continue to repair vehicles on the

lot if this rezoning proposal was denied.

Commissioner Gammon remarked that currently it was an empty lot.

Commissioner Rogers stated it was adjacent to a mechanic shop.

Commissioner Marion stated that she thought it was a junk yard when she would pass by it.

Commissioner Gammon responded saying there was nothing currently on the lot. It had been cleared.

Commissioner Rogers stated there may be three (3) cars on the lot

Commissioner Gammon asked it was currently being used for.

Ms. Seipp Confirmed it was not being used.

Commissioner Rogers stated that he has a friend who is a developer who has looked at some of these building along the corridor towards the top of the street and advised they could be put to a lot of great uses with the City's vision that has been laid out, such as adding more levels to some of those buildings. The view is incredible driving down Park Avenue. The Commission must decide if it is going to step back and have a use such as this for the next 15 years or pursue a creative plan to promote change in the area.

Commissioner Henderson stated that he develops restaurants and has looked at buildings in this area and sees a lot of potential. The Comprehensive Plan says that developments should be compatible and serve the neighborhood and this is not something seen with this proposal.

Commissioner Rogers made the following motion, seconded by Commissioner Marion, and approved by the following vote:

"Based on the preceding Findings of Fact, the Planning Commission recommends to City Council denial of the rezoning petition of Hunter Dawson to rezone approximately four hundred ninety-five thousandths (0.495) acres at 602 Taylor Street & 1212 Park Avenue from B-4, Urban Commercial District to B-5, General Business District."

AYES: Gammon, Henderson, Johnson, Marion, Perault, Rogers	6
NOES:	0
ABSTENTIONS:	0
ABSENT: Bowden	1

The Department of Community Development

City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission
From: Planning Division
Date: October 25, 2023
Re: **REZONING: B-4, Urban Commercial to B-5, General Business District – 602 Taylor Street & 1212 Park Avenue**

I. PETITIONER

Mr. Hunter Dawson, 511 8th Street, Lynchburg, Virginia 24504

Representative: Ms. Amy Seipp, Accupoint Surveying & Design, 6200 Fort Avenue, Lynchburg, Virginia 24502

Property Owner: Hunter Dawson, 5346 Bluepoint Drive, Port Richey, Florida 34668-6356

II. LOCATION

The subject properties are located at 602 Taylor Street & 1212 Park Avenue.

III. PURPOSE

The purpose of the petition is to rezone the properties from B-4, Urban Commercial District to B-5, General Business District to allow the use of the properties for used automobile sales.

IV. SUMMARY

- The properties are included in the area covered by the Fifth Street Corridor Master Plan adopted by City Council on May 23, 2006.
- The properties are recommended for Neighborhood Commercial land uses on the Future Land Use Map.
- The properties were rezoned to B-6, Riverfront Downtown, (now B-4, Urban Commercial District) on December 11, 2007.

The Planning Division recommends denial of the rezoning petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The *Comprehensive Plan 2013-2030* recommends a Neighborhood Commercial land use for the properties fronting 5th Street & Park Avenue. These areas are intended to consist primarily of office, retail, personal service, and restaurant uses that are scaled and designed to be compatible with and serve their immediate neighborhood. Patrons can walk, bike or take a short drive to reach them. They are comprised of individual businesses, clusters of businesses, or small shopping centers. Neighborhood shopping centers meet the day-to-day needs of a limited residential trade area of 2,500 to 10,000 people and average about 50,000 square feet of space. A small grocery store or drug store is often the anchor for a neighborhood shopping center. Office uses should be relatively small-scale with building floor areas not exceeding 20,000 square feet and heights not exceeding four stories. Residential uses may be established on the upper floors of commercial structures or as transitional structures between residential and commercial buildings. (p. 75)

The Fifth Street Corridor Master Plan was adopted by City Council on May 23, 2006. The properties fronting Park Avenue were included in the scope of the plan. The purpose of the plan is to provide a vision and a blueprint for the revitalization of the Fifth Street Corridor between Main Street and the Martin Luther King, Jr. Memorial Bridge. The primary focus is the area two blocks on either side of Fifth Street, though the surrounding neighborhoods, including College Hill, Garland Hill and Tinbridge Hill are also very important to the corridor's revitalization. Fifth Street links the Downtown/Riverfront and Midtown areas of the City, both of which are the focus of revitalization efforts as well. In order for the corridor to succeed, it must serve the needs of the residents and be an attractive gateway to both Downtown and Midtown. (pg. 1)

2. **Zoning.** The subject properties were annexed into the City in 1870. The existing B-4, Urban Commercial District was established on December 11, 2007 as recommended by the Fifth Street Corridor Master Plan.
3. **Proffers.** The petitioner has not submitted any proffers.
4. **Board of Zoning Appeals (BZA).** The Zoning Administrator has determined that no variances are needed for the development of the property as proposed.
5. **Surrounding Area.** There have been several items requiring City Council approval in the immediate area:
 - On April 10, 2001, City Council approved the Conditional Use Permit request of Greater Lynchburg Habitat for Humanity to allow the construction of a single-family residence at 406 Wise Street.
 - On May 23, 2006, City Council adopted the Fifth Street Corridor Master Plan.
 - On February 13, 2007, City Council approved the Conditional Use Permit request of Greater Lynchburg Habitat for Humanity to allow the construction of a single-family residence at 407 Wise Street.
 - On June 12, 2007, City Council approved the Conditional Use Permit request of Greater Lynchburg Habitat for Humanity to allow the construction of a single-family residence at 411 Wise Street.
 - On December 11, 2007, City Council rezoned the properties fronting Fifth Street & Park Avenue to B-6, Riverfront Business District as recommended in the Fifth Street Master Plan.
 - On February 23, 2016, City Council approved the rewrite of the City's Zoning Ordinance. In the new Ordinance the B-6, Riverfront Business District became the B-4, Urban Commercial District.
 - On June 14, 2016, City Council approved the petition of Elks Lodge #181 to rezone 515-523 Polk Street from R-3, Medium Density Residential District to B-4, Urban Commercial District.
6. **Site Description.** The subject properties consist of approximately four hundred ninety-five thousandths (.495) acres located at 602 Taylor Street & 1212 Park Avenue. The property located at 602 Taylor Street contains a twelve thousand nine hundred (12,900) square foot

paved area constructed in 1975. The area is enclosed by a chain link fence with barbwire strands at the top. The property located at 1212 Park Avenue contains a six thousand eight hundred eighty-nine (6889) square foot building constructed in 1900.

7. **Proposed Use of Property.** If the petition is approved the petitioner indicates that it would be used for automobile sales.
8. **Traffic, Parking and Public Transit.** The submitted concept plan indicates that the property would be for the sale of used automobiles. The concept plan states that no new buildings or additions are proposed. The City Engineer noted during the Technical Review Committee that any work involving entrances or sidewalks would require a site plan. The City's Transportation Engineer noted that entrances do not meet City Access Management Standards. The area is served by the Greater Lynchburg Transit Company (GLTC) Route 5. There are not bus stops located on Park Avenue.
9. **Stormwater Management.** An Erosion & Sediment Control Plan will be required if disturbed areas exceed one thousand (1000) square feet. A stormwater management plan will be required if disturbed areas exceed five thousand (5000) square feet.
10. **Emergency Services:** The City's Fire Marshal and Police Department had no comments of concern regarding the rezoning.
11. **Impact.** The subject properties are included in the area covered by the Fifth Street Corridor Master Plan. With the adoption of the Master Plan and subsequent rezoning of properties in the area, City Council made a conscious decision to move away from auto-dominated uses that ultimately aided in the decline of the area. The Master Plan provides a vision of a revitalized Fifth Street Corridor that is walkable and meets the needs of the surrounding neighborhood. The uses that did not comply with the plan and the B-4, Urban Commercial District are allowed to remain as "nonconforming" uses; however, it was with the understanding that they would eventually be redeveloped to those consistent with the plan and the desires of the neighborhoods. There has been significant public and private investments in the area that follow the vision in the adopted Master Plan.

Rezoning the property to B-5, General Business District to allow used automobile sales may be viewed as a quick way to have the property brought into use; however, it would be extremely detrimental to the long-term goals of the plan and surrounding neighborhoods. Planning staff has strong concerns that rezoning the property to B-5, General Business District could set precedence for similar rezonings in the corridor, which may allow an influx of the auto-dominant uses. These uses had previously contributed towards the decline of Fifth Street, prior to the adoption of the Master Plan.

Zoning Ordinance Section 35.2-11.7 Approval Criteria states that "Council shall consider whether the entire range of permitted uses in the requested classification is more appropriate than the range of uses in the existing classification." The requested B-5, General Business District is the most intense commercial district that allows a wide range of uses (including outside storage) that are not compatible with the vision of the Fifth Street Master Plan.

12. **Technical Review Committee.** The Technical Review Committee (TRC) reviewed the petition on September 19, 2023.

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council denial of the rezoning petition of Hunter Dawson to rezone approximately four hundred ninety-five thousandths (0.495) acres at 602 Taylor Street & 1212 Park Avenue from B-4, Urban Commercial District to B-5, General Business District.

This matter is respectfully offered for your consideration.



Rachel Frischeisen
Acting City Planner

pc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Tom Martin, Acting Director of Community Development
Matthew Freedman, City Attorney
J. Lee Newland, City Engineer
Cynthia Kozerow, Lynchburg Police Department
Thomas Goode, Fire Marshal
Doug Saunders, Building Official
Kevin Henry, Zoning Administrator
Hunter Dawson, Petitioner
Amy Seipp, Representative

VII. ATTACHMENTS

- 1. Zoning Map with Adjoining Property Owners**
- 2. Future Land Use Map**
- 3. Watershed Map**
- 4. Planimetric and Topographic Map**
- 5. Concept Plan**
- 6. Property Photograph**

Zoning

1212 PARK AVE

602 TAYLOR ST

TRC

Hunter Dawson



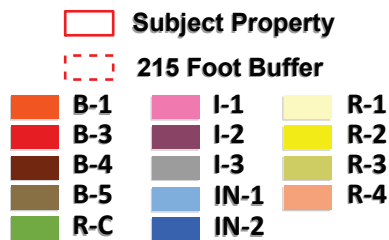
PROPERTY INFORMATION

PARCEL ID

ADDRESS

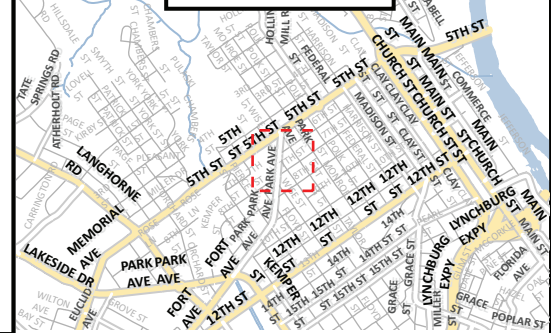
01028002 1212 PARK AVE 01017016 602 TAYLOR ST

LEGEND



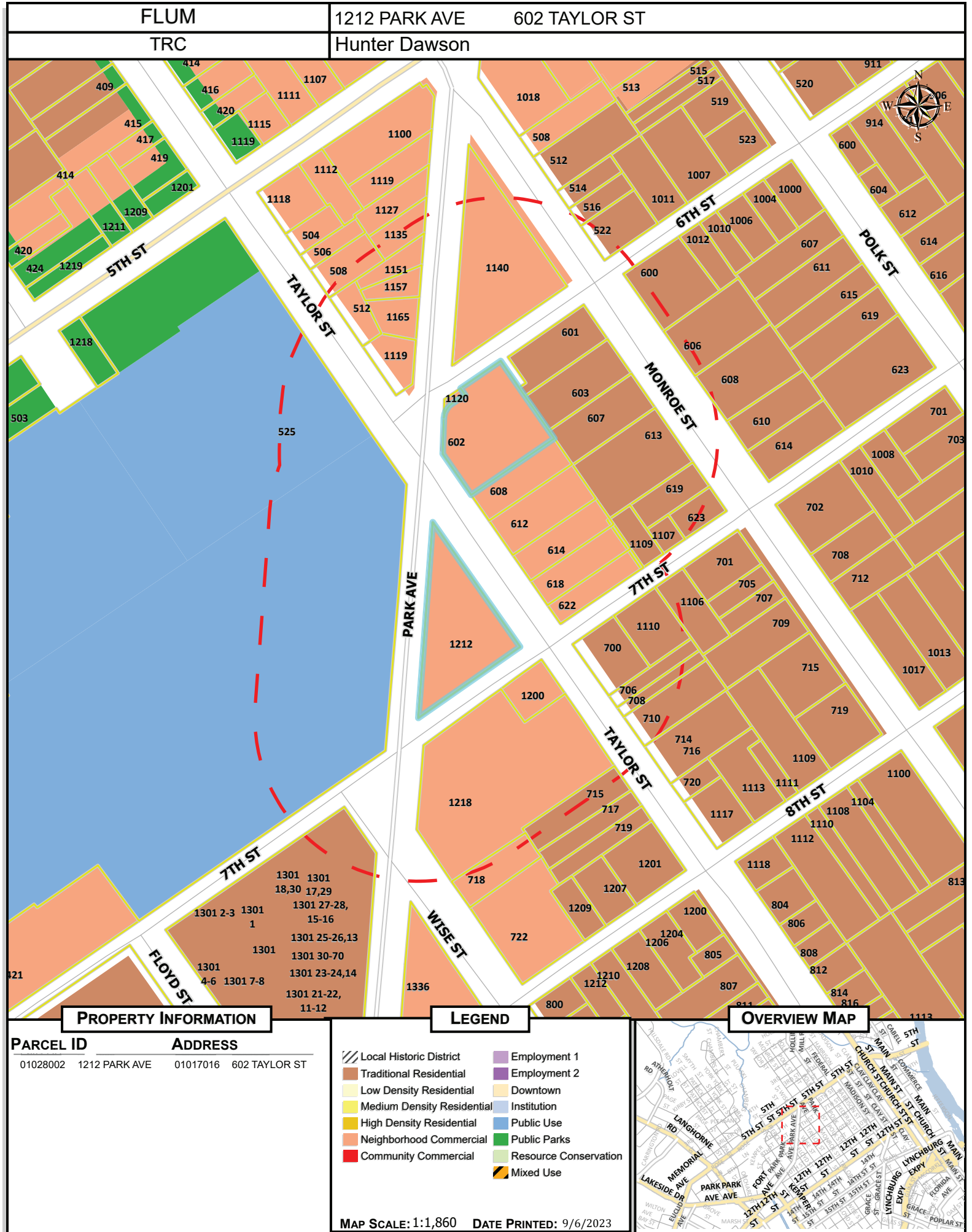
MAP SCALE: 1:1,860 DATE PRINTED: 9/6/2023

OVERVIEW MAP



602 Taylor Street & 1212 Park Avenue Adjoining Owners

Parcel ID	Address	Property Owners
01027014	718 WISE ST	LYKINS, JOSEPH
01031001	1301 PARK AVE	LYNCHBURG HIGH LLC
01027005	715 TAYLOR ST	SUNBEAM PARK LLC
01027002	1218 PARK AVE	SUNBEAM PARK LLC
01027001	1200 7TH ST	COBBINS, R H & ALEASE
01028002	1212 PARK AVE	DAWSON, HUNTER
01013014	608 MONROE ST	MILLER, SHIRLEY F
01013015	606 MONROE ST	TAYLOR, JAMES L
01029003	525 TAYLOR ST	CITY OF LYNCHBURG
01013008	600 MONROE ST	YWCA
01016001	1140 PARK AVE	KERR, ROBERT W
01018010	714 TAYLOR ST	BELIEVABUILD LLC
01018011	710 TAYLOR ST	TNT MANAGMENT LLC
01018012	708 TAYLOR ST	NOEL, FRANK
01018013	706 TAYLOR ST	MOSELEY, HOWARD A
01018014	700 TAYLOR ST	FREEDOM FINANCIAL GROUP LLC
01018016	1110 7TH ST	FREEDOM FINANCIAL GROUP LLC
01018017	1106 7TH ST	LEWIS, MARTENA ESTATE
01014011	522 MONROE ST	WORSHAM, EMILY J
01014012	516 MONROE ST	GREEN, LANDON
01015007	1119 6TH ST	CITY OF LYNCHBURG
01015006	1165 PARK AVE	WETHERELL, EDWARD L
01015008	512 TAYLOR ST	CITY OF LYNCHBURG
01015014	1157 PARK AVE	NEW LINE PROPERTIES LLC
01015005	1151 PARK AVE	NEW LINE PROPERTIES LLC
01015009	508 TAYLOR ST	CITY OF LYNCHBURG
01015004	1135 PARK AVE	LAKAY CAPITAL LLC
01017010	622 TAYLOR ST	THIRD LEVEL LLC
01017011	618 TAYLOR ST	THIRD LEVEL LLC
01017012	614 TAYLOR ST	JONES, MATTYE S & HASBROUCK, JUNE S
01017008	1107 7TH ST	3 IN 1 LLC
01017009	1109 7TH ST	ROBERTSON, WILLIAM WILSON
01017007	623 MONROE ST	LASSITER PROPERTY GROUP LLC
01017013	612 TAYLOR ST	PSA PROPERTIES LLC
01017006	619 MONROE ST	LIVING WATER HARVESTERS LLC
01017014	608 TAYLOR ST	SANTOS, YGNACIO
01017005	613 MONROE ST	CHESTNUT REALTY LLC
01017016	602 TAYLOR ST	DAWSON, HUNTER
01017003	607 MONROE ST	BOOKER, WANDA MAE
01017002	603 MONROE ST	JEFFERSON, CHARLIE J & TYWANDA M
01017001	601 MONROE ST	MOSLEY, NATASHA L
01017019	1120 6TH ST	CITY OF LYNCHBURG



Watershed

1212 PARK AVE

602 TAYLOR ST

TRC

Hunter Dawson



PROPERTY INFORMATION

PARCEL ID

ADDRESS

01028002 1212 PARK AVE 01017016 602 TAYLOR ST

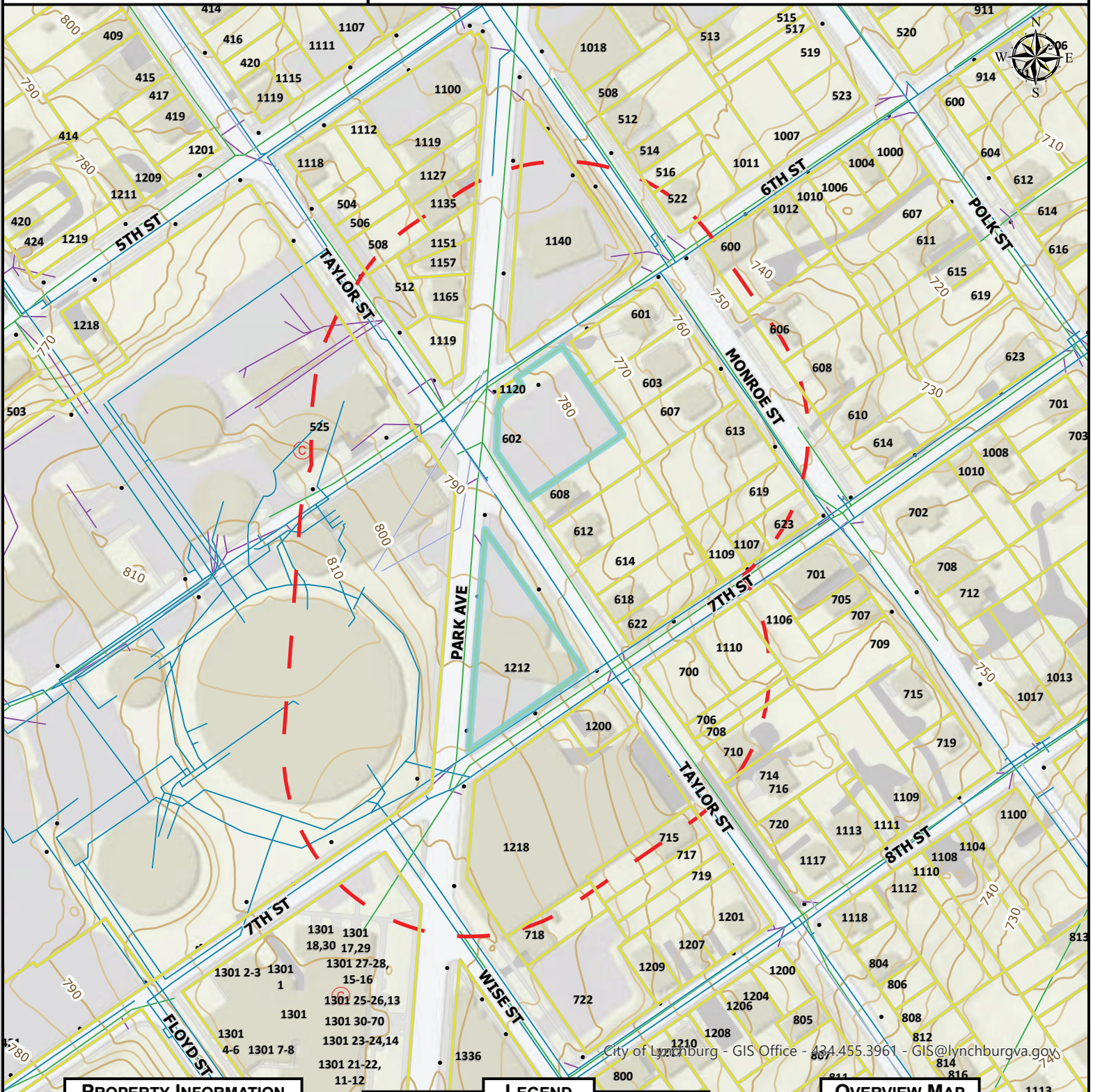
LEGEND

- Subject Property
- Base Flood Elevation
- Floodway
- Floodzone
- River / Lake / Stream

MAP SCALE: 1:1,860 DATE PRINTED: 9/6/2023

OVERVIEW MAP





City of Lynchburg - GIS Office - 434.455.3961 - GIS@lynchburgva.gov

PROPERTY INFORMATION

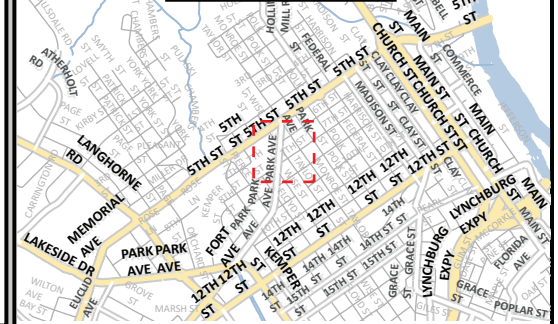
PARCEL ID	ADDRESS
01028002 1212 PARK AVE	01017016 602 TAYLOR ST

LEGEND

	Active	Proposed	Abandoned
Utilities			
Water			
Sanitary			
Storm			
Planimetrics			
Structure			
Roadway			
Parking			
Sidewalk			
Driveway			
Topography			
Contour			

MAP SCALE: 1:1,860 DATE PRINTED: 9/6/2023

OVERVIEW MAP

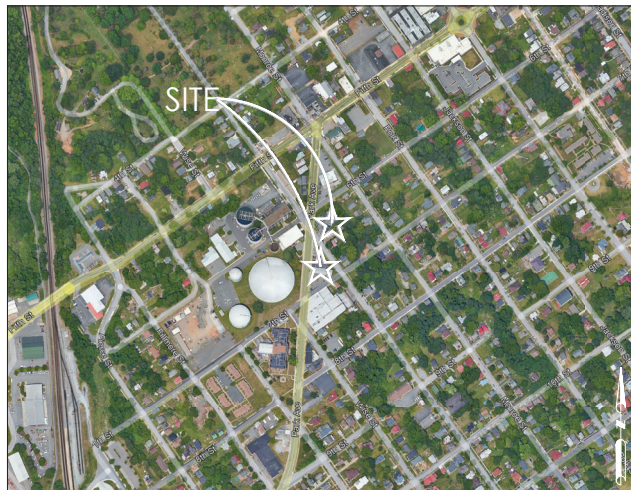


HUNTER DAWSON

602 TAYLOR ST & 1212 PARK AVE
CITY OF LYNCHBURG, VIRGINIA
OCTOBER 13, 2023

GENERAL NOTES

- THIS PLAN WAS PREPARED AT THE REQUEST OF HUNTER DAWSON.
- NO DELINEATION OF WETLANDS WAS REQUESTED OR MADE AS PART OF THIS PLAN.
- BY GRAPHIC SCALING ONLY, THIS PROPERTY AS PLATTED FALLS WITHIN THE FLOOD ZONE UNSHADED "X" AS DETERMINED BY FEMA AND SHOWN ON THEIR MAP AS NUMBER 510930042D BEARING AN EFFECTIVE DATE OF JUNE 3, 2008.
- THIS PROPERTY IS ZONED B-4 URBAN COMMERCIAL DISTRICT.
- THIS PARCEL IS CURRENTLY SERVED BY CITY OF LYNCHBURG WATER AND SANITARY SEWER.
- EXISTING UTILITIES ARE SHOWN AT APPROXIMATE LOCATIONS. CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXACT LOCATION AND DEPTHS PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL CONTACT THE CITY ENVIRONMENTAL REVIEWER, THE CITY CONSTRUCTION COORDINATOR, AND MISS UTILITY (811) AT LEAST 48 HOURS PRIOR TO ANY CONSTRUCTION OR EXCAVATION ACTIVITY AND ADVISE THE NATURE AND LOCATION OF WORK.
- NO SITE WORK, LOGGING, GRUBBING OR GRADING IS PERMITTED PRIOR TO THE ISSUANCE OF A LAND DISTURBING PERMIT.
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE CURRENT EDITION OF THE CITY OF LYNCHBURG MANUAL OF SPECIFICATIONS AND STANDARD DETAILS.
- THE LIMITS OF CLEARING AND GRADING AND ALL CRITICAL AREAS SHOULD BE CLEARLY MARKED/FLAGGED IN THE FIELD PRIOR TO THE PRE-CONSTRUCTION CONFERENCE.
- THE CONTRACTOR SHALL BE FULLY LIABLE FOR ANY DAMAGES TO PUBLIC OR PRIVATE PROPERTY CAUSED BY CONSTRUCTION OPERATION AND SHALL RESTORE DAMAGED PROPERTY TO EXISTING OR BETTER CONDITION AT NO ADDITIONAL COST TO THE OWNER.
- ALL GRASSED AREAS DISTURBED BY CONSTRUCTION SHALL BE SEEDED AND PROTECTED WITH EROSION CONTROL PRACTICES AND AS SHOWN ON THE PLAN HEREIN.
- VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE CONSTRUCTED AND MAINTAINED FOR ALL DISTURBED AREAS IN ACCORDANCE WITH ALL LOCAL REQUIREMENTS AND THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE INSTALLED BEFORE EXCAVATION BEGINS.
- THE CONTRACTOR SHALL REPLACE ALL DISTURBED SURFACES IN KIND, INCLUDING PAVEMENT, STONE, DITCHES, MAILBOXES, SHRUBS, ETC. AND/OR AS SHOWN ON THIS PLAN.
- ALL PROPERTY PINS DISTURBED DURING CONSTRUCTION SHALL BE REPLACED BY A LICENSED LAND SURVEYOR.
- HORIZONTAL CONTROL IS BASED ON NAV 83 VA SOUTH ZONE. VERTICAL CONTROL IS BASED ON NAVD83 GEOID.
- MAINTAIN OVERHEAD AND UNDERGROUND ELECTRICAL, TELEPHONE, AND GAS SERVICES AND ALL OTHER UNDERGROUND UTILITIES DURING ENTIRE CONSTRUCTION PERIOD. OUTAGES WILL NOT BE ALLOWED. SHOULD OUTAGES BECOME NECESSARY, CONTACT THE ENGINEER OF RECORD IMMEDIATELY.
- ANY SITEWORK AND DETAILS NOT COVERED BY THESE PLANS OR THE CITY OF LYNCHBURG MANUAL OF SPECIFICATIONS AND STANDARD DETAILS SHALL CONFORM TO THE VIRGINIA DEPARTMENT OF TRANSPORTATION'S ROAD AND BRIDGE SPECIFICATIONS, CURRENT EDITIONS.
- THIS ENGINEER AND/OR SURVEYOR TAKES NO RESPONSIBILITY FOR THE LOCATION OR ACCURACY OF THE UTILITIES AS SHOWN HEREIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE UTILITY COMPANIES TO SEE IF ANY UTILITIES EXIST WITHIN THE PROJECT AREA BEFORE CONSTRUCTION BEGINS. ANY COST INCURRED BY DAMAGING ANY UTILITY WITHIN THE PROJECT SHALL BE AT THE EXPENSE OF THE CONTRACTOR.
- WATER SERVICE CONNECTIONS SHALL NOT BE USED FOR DEMOLITION, CONSTRUCTION, OR LANDSCAPING PURPOSES UNTIL THE APPROPRIATE BACKFLOW PREVENTION ASSEMBLY HAS BEEN INSTALLED AND APPROVED AND A PASSING TEST HAS BEEN SUBMITTED TO THE DEPARTMENT OF WATER RESOURCES. THIS INCLUDES NEW AND EXISTING WATER SERVICE CONNECTIONS, AS WELL AS TEMPORARY AND PERMANENT WATER SERVICE CONNECTIONS.
- EACH HANDICAP SPACE SHALL HAVE AN ABOVE GRADE SIGN INSTALLED AS SHOWN.
- ALL LIGHTING SHALL BE SHIELDED, NON-GLARE TYPE LIGHTING AND SHALL NOT EXCEED ZERO CANDLEPOWER AT THE PROPERTY LINES.
- ALL CONNECTIONS TO PUBLIC WATER AND SANITARY SEWER SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF LYNCHBURG MANUAL OF SPECIFICATIONS AND STANDARD DETAILS, LATEST EDITION.
- ALL EXPOSED SOILS SHALL BE PERMANENTLY SEEDED AND STABILIZED IN ACCORDANCE WITH VIRGINIA EAS REGULATIONS IMMEDIATELY AFTER REACHING FINISHED GRADE. FINISHED GRADE IS FINAL GRADE OF THE SITE AFTER EXCAVATING OR FILLING WHICH CONFORMS TO THE APPROVAL FINAL GRADING PLAN. THE FINISH GRADE IS ALSO THE GRADE AT THE TOP OF A PAVED SURFACE.
- APPROXIMATE EARTH QUANTITIES MAY DIFFER FROM ACTUAL CONDITIONS AND THE CONTRACTOR SHALL ENSURE PROPER SHRINK FACTORS.
- SOIL MATERIALS SHALL BE FREE OF DEBRIS, ROOTS, WOOD, SCRAP MATERIAL, VEGETATION, REFUSE, SOFT UNSOUND PARTICLES, AND FROZEN DELETERIOUS OR OBJECTIONABLE MATERIALS. THE MAXIMUM PARTICLE DIAMETER SHALL BE ONE-HALF THE LIFT THICKNESS. COMMON FILL MATERIAL SHALL BE UNCLASSIFIED SOIL MATERIAL WITH THE CHARACTERISTICS REQUIRED TO COMPACT TO THE SOIL DENSITY SPECIFIED FOR THE INTENDED LOCATION. BACKFILL AND FILL MATERIAL: ASTM D 2487, CLASSIFICATION GW, GP, SW, SP WITH A MAXIMUM OF 10 PERCENT BY WEIGHT PASSING ASTM D 1140, NO. 200 SIEVE.



VICINITY MAP
SCALE: NTS

DRAWING INDEX

- C-1 SHEET 1 OF 2: COVER SHEET
C-2 SHEET 2 OF 2: SITE CONCEPT PLAN

CURRENT OWNER: HUNTER DAWSON
602 TAYLOR ST & 1212 PARK AVE
LYNCHBURG, VA 24504

ENGINEER: ACCUPOINT SURVEYING & DESIGN, LLC
AMY K. IGARTA-SEPP, PE
6202 FORT AVENUE
LYNCHBURG, VA 24502

PARCEL#: 602 TAYLOR AVE: 01017016; 1212 PARK AVE: 01028002

DOCUMENT#: 602 TAYLOR AVE: 230003215; 1212 PARK AVE: 230003215

EXISTING ZONING DISTRICT: B-4 URBAN COMMERCIAL DISTRICT

PROPOSED ZONING DISTRICT: B-5 GENERAL BUSINESS DISTRICT

STATE ROUTE NAME/NUMBER: N/A

EXISTING LAND USE: COMMERCIAL - SERVICE GARAGE & PARKING

PROPOSED LAND USE: USED CAR LOT

PROJECT DESCRIPTION: REZONE THE PARCELS TO B-5 TO PERMIT THE USE OF A USED CAR LOT.

CONCEPT MEETING DATE: 8/22/23

TRAFFIC IMPACT ANALYSIS SUBMITTED: N/A

TOTAL PARCEL ACREAGE: 602 TAYLOR ST: 0.339 ACRES
(LEGAL ACREAGE: 0.121 ACRES)
(PER CITY PARCELVIEWER)
1212 PARK AVE: 0.382 ACRES
(LEGAL/GIS: 0.374 ACRES)
(PER CITY PARCELVIEWER)

ACREAGE BEING DEVELOPED: NONE

TOTAL NUMBER OF LOTS CREATED + RESIDENTIAL: N/A

BUILDING COVERAGE: N/A

LOT COVERAGE: N/A

BUILDING ENVELOPES AS SHOWN ARE CALCULATED USING THE FOLLOWING
FIFTH STREET REVITALIZATION CORRIDOR OVERLAY WITH THE UNDERLYING BUSINESS DISTRICT:

SETBACKS PER SECTION 35.2-47.4	REQUIRED SETBACKS	PROVIDED SETBACKS
FRONT	15'	
SIDE INTERIOR	NONE	
SIDE EXTERIOR	NONE	
REAR	NONE	

BOARD OF ZONING APPEALS SECRETARY: _____ DATE: _____

I HEREBY CERTIFY THAT, TO THE BEST OF MY ABILITY, THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE LATEST CITY OF LYNCHBURG MANUAL OF SPECIFICATIONS AND STANDARD DETAILS AND CITY CODES.
SIGNATURE: Amy K. Igarta-Sepp REGISTRATION NUMBER: 0402036952
PRINTED NAME & TITLE: AMY K. IGARTA-SEPP, PRINCIPAL ENGINEER DATE: OCTOBER 13, 2023

I HEREBY CERTIFY THAT ALL SITE CONSTRUCTION, DRAINAGE, AND GRADING WILL BE DONE PURSUANT TO THIS PLAN AND THAT THE APPLICABLE STORMWATER MANAGEMENT CONDITIONS AND REQUIREMENTS OF THE CITY OF LYNCHBURG, THE COMMONWEALTH OF VIRGINIA AND THE FEDERAL GOVERNMENT AND ITS AGENCIES ARE HEREBY MADE PART OF THIS PLAN.

SIGNATURE: _____ TITLE: _____
PRINTED NAME: _____ DATE: _____

CITY ENGINEER: _____ TITLE: _____

TRC: _____ TITLE: _____

ESC: _____ TITLE: _____

PROJECT NAME & LOCATION: HUNTER DAWSON
1212 PARK AVE & 602 TAYLOR ST, LYNCHBURG, VA 24504

IF BORROW MATERIAL IS REQUIRED FOR SITE GRADING, CONTRACTOR WILL SUBMIT DOCUMENTS IDENTIFYING THE APPROVED OFF-SITE LOCATION FROM WHICH MATERIAL WILL BE OBTAINED.



Know what's below.
Call before you dig.
MISS UTILITY TICKET NUMBER:
TBD

REVISION/DATE				
ASD JOB #:	2023-481			
FILE #:	2023-481 CONCEPT			
DATE:	OCTOBER 13, 2023			
REVISED:				

- LEGEND
- PROPERTY LINE
 - ADJOINING PROPERTY LINES
 - APPROXIMATE LOCATION EXISTING WATER LINE
 - APPROXIMATE LOCATION EXISTING SANITARY SEWER LINE
 - APPROXIMATE LOCATION EXISTING MANHOLE
 - APPROXIMATE LOCATION EXISTING STORM DRAIN
 - APPROXIMATE LOCATION EXISTING STORM DRAIN LINE

PROJECT NARRATIVE:

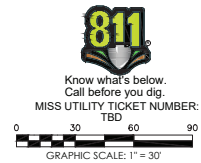
THE OWNER IS REQUESTING A REZONE OF PARCELS 01017014 & 01028002 TO B-5, GENERAL BUSINESS DISTRICT, TO OPERATE A USED CAR LOT. NO NEW BUILDINGS OR ADDITIONS ARE PROPOSED. 1212 PARK AVE IS AN EXISTING AUTOMOTIVE SERVICE CENTER, AND 602 TAYLOR ST IS AN EXISTING PAVED LOT WITH FENCING TO BE USED FOR CAR INVENTORY.

THE PROPERTY WAS INITIALLY CLASSIFIED AS B-5 ZONING AND FORMERLY SERVED AS A LOCATION FOR A USED CAR LOT. HOWEVER, ITS ZONING WAS SUBSEQUENTLY CHANGED TO ITS CURRENT CLASSIFICATION OF B-4. PRESENTLY, THE PROPERTY IS UTILIZED AS AN AUTOMOTIVE SERVICE CENTER. THIS PROPOSED REZONE WILL REVERT THE ZONING BACK TO ITS ORIGINAL B-5 CLASSIFICATION, ENABLING THE OWNER TO REESTABLISH IT AS A USED CAR LOT.



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	25.00'	22.17'	21.45'	N 29°55'33" E

LINE	BEARING	DISTANCE
L1	N 55°19'37" E	18.31'
L2	N 35°10'23" W	10.00'



PRELIMINARY

REVISION/DATE			

SCALE:	1" = 30'
ASD JOB #:	2023-481
FILE #:	2023-481 CONCEPT
DATE:	OCTOBER 13, 2023
REVISED:	



Hunter Dawson Used Car Lot - REZ
602 Taylor Street & 1212 Park Avenue
October 25, 2023

PLEASE PRINT CLEARLY

[illegible]

AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

Rachel Frischeisen, Senior Planner

AGENDA ITEM # IV.4

Conditional Use Permit (CUP) - Hope Diamond Childcare Center - 805 15th Street

RECOMMENDATION

This item will appear for City Council vote on the December 12, 2023 Public Hearing agenda. Approval of the CUP to allow the use of an existing structure as a childcare center in an R-2, Low-Medium Density Residential District at 805 15th Street.

SUMMARY

Diamond Hill Baptist Church is petitioning for a CUP at 805 15th Street to allow the use of an existing structure as a childcare center in an R-2, Low-Medium Density Residential District. Childcare facilities are permitted in this zoning district upon approval of a CUP by City Council.

The Comprehensive Plan 2013-2030 Future Land Use Map (FLUM) recommends a Traditional Residential use for the subject property. Public and private institutional uses are appropriate in these areas when they are designed to blend into the existing urban fabric. With ample parking in the adjacent Diamond Hill Baptist Church parking area, the impact of the childcare center should be minimal.

PRIOR ACTION(S)

October 25, 2023: The Planning Commission recommended approval (6-0, with 1 absent) of the CUP petition.

October 25, 2023: The Planning Division recommended approval of the petition.

October 16, 2023: The Historic Preservation Commission approved the proposed exterior modifications.

FISCAL IMPACT

N/A

CONTACT(S)

Rachel Frischeisen, Senior Planner
William Martin, Acting Community Development Director

ATTACHMENT(S)

1. Planning Commission Minutes, Report, and Attachments

REVIEWED BY

William Martin, Acting Community Development Director

Date: November 16, 2023



Kent White, Assistant City Manager

Date: November 16, 2023



Mercedes Braun, Assistant to the City Manager

Date: November 17, 2023



Wynter Benda, City Manager

Date: November 17, 2023



Alicia Finney, Clerk of Council

Date: November 21, 2023

MINUTES OF THE OCTOBER 25, 2023 PLANNING COMMISSION MEETING (MINUTES HAVE NOT BEEN APPROVED):

Petition of Diamond Hill Baptist Church for a Conditional Use Permit in an R-2, Low-Medium Density Residential district to allow the use of an existing structure as a child care facility at 805 15th Street.

Ms. Rachel Frischeisen, Acting City Planner, provided the following summary to the Commission. The purpose of the petition is to allow the use of the existing structure at 805 15th Street as a childcare center.

The subject property is located at 805 15th Street and contains approximately forty-three hundredths (0.43) of an acre. The entire Diamond Hill Baptist Church Campus, including this property and nine additional adjoining properties, is approximately two and twenty-five hundredths (2.25) acres. The Comprehensive Plan recommends a Traditional Residential use for the subject property. Traditional Residential areas include the City's older neighborhoods generally built before World War II and before the city was zoned. The City's historic districts are located in the traditional residential area. Public and private institutional uses are appropriate in these areas when they are designed to blend into the existing urban fabric. The property is zoned R-2, Low-Medium Density Residential District. Childcare facilities are permitted in this district upon approval of a CUP by City Council. The subject property contains a two (2) story wood frame, brick veneer structure built in 1862. The building contains approximately sixty-two hundred (6,200) finished square feet. If approved, the interior of existing structure would be modified into a childcare center for students ranging in age from two (2) to five (5) years old between the hours of 6:30 a.m. and 6:30 p.m. with no new construction, aside from the installation of play equipment in the recreation area. Because the subject property lies within the Diamond Hill Historic District, the petitioner was required to seek Historic Preservation Commission (HPC) approval for exterior changes to the property prior to this public hearing, and the HPC approved a Certificate of Appropriateness (COA) for the proposed fencing and play area on October 16, 2023. The impact of the childcare center should be minimal since it will be located in an existing structure. There is ample parking located adjacent to the facility. While 805 15th Street is recommended for Traditional Residential uses on the Future Land Use Map, the Comprehensive Plan 2013-2030 emphasizes the importance of encouraging public and private investment that supports neighborhood character, as it is critical to neighborhood stabilization. The issuance of a CUP does not change the underlying R-2, Low-Medium Density Residential District zoning, and if needed, the structure could revert back to a residential use at some point in the future. The Diamond Hill Baptist Church, located adjacent to the property, is recommended for Institutional uses. The creation of a Diamond Hill Neighborhood Plan is currently underway, to be adopted as part of the City's Comprehensive Plan 2013-2030 upon completion. Throughout the 2023 planning process, Diamond Hill Neighborhood stakeholders and residents have expressed strong support for the expansion of early childhood care and education opportunities. The draft recommendations of the plan include supporting Diamond Hill Neighborhood's churches, schools, and community centers to expand their services as anchoring institutions, specifically including early childhood care and education services. The Planning Division recommends approval of the CUP petition.

Chair Johnson asked if anyone was present to speak on behalf of the petition.

Ms. DaBora Flood, Project Manager for the Diamond Hill Baptist Church was present to represent the petition. Ms. Flood stated that this project was important as there is high demand for childcare in the area and many are on the waiting list for this proposed childcare center.

Dr. Owen Cardwell, Pastor of Diamond Hill Baptist Church, was also present to speak on behalf of the petition. Dr. Cardwell stated there is currently a need to increase the capacity of Lynchburg childcare availability by approximately two thousand (2,000) children. The demand is especially high in the Diamond Hill and White Rock area. The Church has partnered with Lyn-CAG to help and operate the proposed childcare facility.

Mr. Stanley Cobbs, Executive Director of Lyn-CAG Head Start, was also present to represent the petition. Mr. Cobbs stated there were currently many children in Lynchburg who are unable to be served. This project will help reduce the number of children on waitlists. It is especially important as young children raised during COVID-19 are currently struggling and falling behind. Many waitlists extend until 2025 and

there are two (2) other childcare centers that are set to close by the end of the year. Offering childcare in this area also ensures children are getting three meals a day along with their education.

Chair Johnson asked if there was anyone present to speak in favor of this petition.

Chair Johnson asked if there was anyone present to speak in opposition of this petition.

Chair Johnson closed the public hearing.

Commissioner Gammon asked for more details on they type of fence that would be installed.

Ms. Frischeisen stated it would be a black aluminum fence and there is currently an existing fence on the sides of the property. This fence would be located in the front and would connect to make a complete enclosure.

Mr. Melvin Wrenn, a representative for Diamond Hill Baptist Church, reiterated what Ms. Frischeisen had stated and added that the fence would be approximately one hundred, sixty-two (162) feet along the front of the property. There would be two (2) gates; one for walking through and the other would open wider to allow vehicle access.

Commissioner Marion asked if the fence addition would enclose the entire yard.

Mr. Wrenn responded that it would. The property currently has fences along the side yards and the additional fence in the front would enclose it.

Ms. Frischeisen advised that on the side of the building there is a drainage system and there would be additional fencing that would be added there to keep children safe.

Commissioner Henderson asked if the fencing would be connected the building or to the steps and driveway and was curious if there would be points of escape.

Mr. Wrenn advised it would be completely enclosed with the two (2) gates being the way to get in or out.

Commissioner Gammon asked what other security features would there be and stated that a four (4) foot fence would not be difficult to scale. His concerns is that it would be easy for a predator to gain access to the enclosed area.

Mr. Melvin responded that the current fence is four (4) feet. There will also be shrubbery between the fence and the road that would limit visibility.

Ms. Frischeisen added that city code restricts fences in the front yard of a property to four (4) feet due to visibility concerns for drivers.

Commissioner Gammon asked if the fence met childcare standards.

Mr. Cobbs responded that there were no fencing requirements by the state. The purpose of the fence was to limit children's access to the road.

Ms. Frischeisen added that the city code required that there be a certain amount of space per child based on active users of the space and not the overall number of students at the childcare.

Commissioner Henderson commented that cameras may be worth investing in.

Chair Johnson asked about what parking would look like in regards to pick up and drop off.

Dr. Cardwell responded that people would not be spending much time parked during this time. Next to the building there is a former fire station building they own that has a few parking spaces that could be

used, if needed.

Commissioner Gammon asked for more details on procedures for dropping off kids. Safety and security are important.

Mr. Cobbs responded that parents were not allowed in the facility and that staff would meet children and their parents at the door.

Chair Johnson expressed concerns about the street parking due to the apartment complex across the street and asked if the parking in front of the building is what was being referenced in the report.

Ms. Frischeisen advised that the parking referenced was the private lot in the back of the building.

Mr. Cobbs added that parking for staff was a more important consideration as parents would only be there for a very short time.

Commissioner Marion asked if the daycare was preschool only.

Mr. Cobbs responded that there was discussion of an after-school program but currently it is preschool only.

Commissioner Gammon stated that it appeared the facilities were already geared for a childcare, parking was appropriate, rooms are large enough, and that a church and a childcare fits well for this area. He supports the proposal.

Chair Johnson agreed that it is a great use for the building. There is a huge need for childcare and that it will greatly benefit the neighborhood.

Commissioner Rogers made the following motion, seconded by Commissioner Marion, and approved by the following vote:

"Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the petition of Diamond Hill Baptist Church to allow the use of the existing structure at 805 15th Street as a childcare center for up to thirty (30) students."

AYES: Gammon, Henderson, Johnson, Marion, Perault, Rogers	6
NOES:	0
ABSTENTIONS:	0
ABSENT: Bowden	1

The Department of Community Development

City Hall, Lynchburg, VA 24504 **434-455-3900**

To: Planning Commission
From: Planning Division
Date: October 25, 2023
Re: **Conditional Use Permit (CUP) – Diamond Hill Baptist Church Childcare Center – 805 15th Street**

I. PETITIONER

Diamond Hill Baptist Church, 1415 Grace Street, Lynchburg, Virginia 24504

Representative: DaBora Lovitt-Flood, Project Manager, Diamond Hill Baptist Church, 1415 Grace Street, Lynchburg, Virginia 24504

II. LOCATION

The subject property is located at 805 15th Street and contains approximately forty-three hundredths (0.43) of an acre. The entire Diamond Hill Baptist Church Campus, including this property and nine additional adjoining properties, is approximately two and twenty-five hundredths (2.25) acres.

Property Owner: Same as petitioner.

III. PURPOSE

The purpose of the petition is to allow the use of the existing structure as a childcare center.

IV. SUMMARY

- The *Comprehensive Plan 2013-2030* recommends a Traditional Residential use for the subject property. Public and private institutional uses are appropriate in these areas when they are designed to blend into the existing urban fabric.
- The property is zoned R-2, Low-Medium Density Residential District. Childcare facilities are permitted in this district upon approval of a CUP by City Council.
- The City's Comprehensive Plan 2013-2030 identifies Diamond Hill as a Neighborhood Conservation area.

The Planning Division recommends approval of the CUP petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The Traditional Residential land use category is applied to the City's older neighborhoods generally built before World War II and before the city was zoned. The City's historic districts are located in the traditional residential area. Consequently, for many of the houses here, lot sizes, setbacks and/or building heights do not conform to the standards of the City's residential zoning districts. Most of these neighborhoods are identified as Neighborhood Conservation Areas on the Plan Framework Map and are planned for further study for appropriate zoning changes, public investment, and community building efforts. Infill residential development in these neighborhoods should be designed to complement the style and type of housing there and to utilize comparable setbacks, yards, and building heights. Large new or expanded public and institutional uses are not appropriate for these areas unless they can be designed to blend into the existing urban fabric through landscaping or architectural treatments. Within Traditional Residential neighborhoods, small retail, personal service, office, and restaurant uses are often found.

These uses may continue, although expansion is not recommended unless supported by a recommendation in a Neighborhood Conservation Area Plan. (p.75)

The City's *Comprehensive Plan 2013-2030* identifies Diamond Hill as a Neighborhood Conservation area. These areas mostly form the inner ring of residential development around the City's Central Business District. These neighborhoods are an extension of Downtown with mostly traditional street layouts. The City's Historic Districts and many of the recognized historic places are found within these areas. Maintaining the existing housing stock and encouraging public and private investment that supports neighborhood character is critical to neighborhood stabilization. (p. 65-66)

2. **Zoning.** The subject property was annexed into the City in 1870. The existing R-2, Low-Medium Density Residential District was established in 1978. Childcare facilities are a permitted use in this district upon approval of a CUP by City Council.

The subject property lies within the Diamond Hill Historic District, which was adopted in 1978. According the City's Zoning Ordinance, petitions subject to Historic District guidelines must submit changes for review to the City's Historic Preservation Commission (HPC) prior to Planning Commission and City Council public hearings. The HPC approved a Certificate of Appropriateness (COA) for the proposed fencing and play area on October 16, 2023.

3. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances would be needed for the use of the property as proposed.
4. **Surrounding Area.** There have been several items requiring City Council approval in the immediate area:
 - On March 14, 1989, City Council approved the Conditional Use Permit (CUP) petition of David & Martha Henley for an adult care home at 1616 Grace Street.
 - On July 14, 1992, City Council approved the CUP petition of Diamond Hill Baptist Church to allow the construction of building and parking lot additions at 1415 Grace Street.
 - On February 10, 2004, City Council approved the CUP petition of Elizabeth T. Diggs for a group home at 1616 and 1620 Grace Street.
 - On November 13, 2018, City Council adopted the Downtown 2040 Master Plan.
 - On May 14, 2019, City Council approved the petition of the Rebkee Company to rezone nine tenths (0.9) of an acre at 1503 Grace Street from B-1, Limited Business District to B-4, Urban Commercial District to allow the use of the existing building as apartments.
5. **Site Description.** The subject property located at 805 15th Street is approximately forty-three hundredths (0.43) of an acre. It contains a two (2) story wood frame, brick veneer structure built in 1862. The building contains approximately sixty-two hundred (6,200) finished square feet.

The property is bordered to the north and east by properties also owned by Diamond Hill Baptist Church, to the west by duplexes, and to the south (across 15th Street) by the former Grace Lodge building, which has been converted into apartments.

The entire Diamond Hill Baptist Church Campus, including this property and nine additional adjoining properties, is approximately two and twenty-five hundredths (2.25) acres.

- 6. Proposed Use of Property.** The purpose of the petition is to allow the conversion of the existing structure to a childcare center for students ranging in age from two (2) to five (5) years old between the hours of 6:30 a.m. and 6:30 p.m. with no new construction, aside from the installation of play equipment in the recreation area.

The City's Zoning Ordinance requires that childcare centers provide a screened and enclosed recreation area. The playground would be located on the western side of the childcare center, between the building and Grace Street, buffered by evergreen plantings and an aluminum fence.

- 7. Traffic, Parking and Public Transit.** The City's Transportation Engineer did not require a traffic study for the proposed use.

The City's Zoning Ordinance requires two (2) parking spaces for a care center, with two (2) additional parking spaces for every thirty (30) persons enrolled at the center. On-street parking is available, and Diamond Hill Baptist Church has ample parking available in the lot behind the church, directly adjacent to the childcare center.

- 8. Stormwater Management.** A Stormwater Plan will not be required as there will be no new impervious areas. An Erosion & Sediment Control plan will be required if the area of land disturbance exceeds one thousand (1,000) square feet.

- 9. Emergency Services.** The City's Fire Marshal and Police Department had no comments of concern regarding the proposed use.

- 10. Impact.** The impact of the childcare center should be minimal since it will be located in an existing structure. There is ample parking located adjacent to the facility.

While 805 15th Street is recommended for Traditional Residential uses on *the Future Land Use Map*, the *Comprehensive Plan 2013-2030* emphasizes the importance of encouraging public and private investment that supports neighborhood character, as it is critical to neighborhood stabilization. The issuance of a CUP does not change the underlying R-2, Low-Medium Density Residential District zoning, and if needed, the structure could revert back to a residential use at some point in the future. The Diamond Hill Baptist Church, located adjacent to the property, is recommended for Institutional uses.

The use of the existing historic structure will allow the childcare facility to blend into the surrounding neighborhood. The petitioner has already received approval from the Historic Preservation Commission for the necessary exterior modifications to the property.

The creation of a Diamond Hill Neighborhood Plan is currently underway, to be adopted as part of the City's *Comprehensive Plan 2013-2030* upon completion. Throughout the 2023 planning process, Diamond Hill Neighborhood stakeholders and residents have expressed strong support for the expansion of early childhood care and education opportunities. The draft recommendations of the plan include supporting Diamond Hill Neighborhood's churches, schools, and community centers to expand their services as anchoring institutions, specifically including early childhood care and education services.

- 11. Technical Review Committee.** The TRC reviewed the concept plan on October 3, 2023. Comments were minor in nature and will be addressed prior to occupancy of the building as childcare center.

VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of the petition of Diamond Hill Baptist Church to allow the use of the existing structure at 805 15th Street as a childcare center for up to thirty (30) students.

This matter is respectfully offered for your consideration.



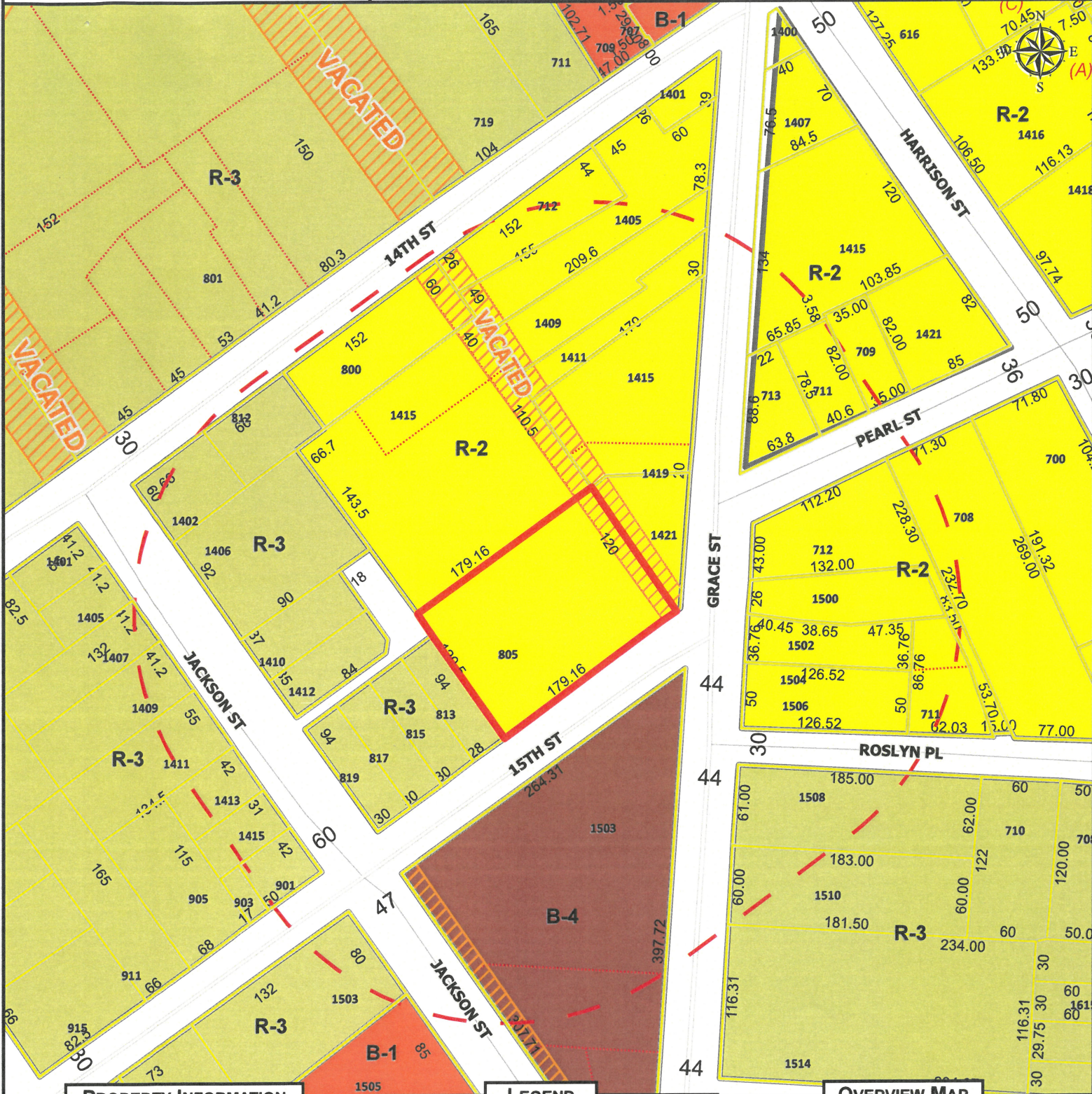
Rachel Frischeisen
Acting City Planner

pc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Tom Martin, Acting Director of Community Development
Matthew Freedman, City Attorney
J. Lee Newland, City Engineer
Cynthia Kozerow, Lynchburg Police Department
Thomas Goode, Fire Marshal
Doug Saunders, Building Official
Kevin Henry, Zoning Administrator
Dabora Lovitt-Flood, Diamond Hill Baptist Church

VII. ATTACHMENTS

- 1. Zoning Map with Adjoining Property Owners**
- 2. Future Land Use Map**
- 3. Watershed Map**
- 4. Planimetric and Topographic Map**
- 5. Site Layout**
- 6. Floor Plan**
- 7. Narrative**
- 8. Property Photograph**

Zoning	805 15TH ST
TRC	Hope Diamond Hill Baptist Church



PROPERTY INFORMATION

PARCEL ID	ADDRESS
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02519004	805 15TH ST
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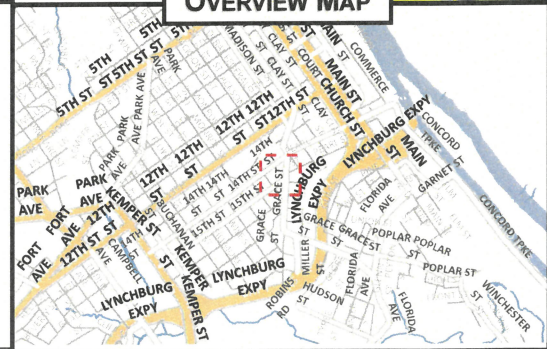
LEGEND

Subject Property

215 Foot Buffer

 B-1	 I-1	 R-1
 B-3	 I-2	 R-2
 B-4	 I-3	 R-3
 B-5	 IN-1	 R-4
 R-C	 IN-2	

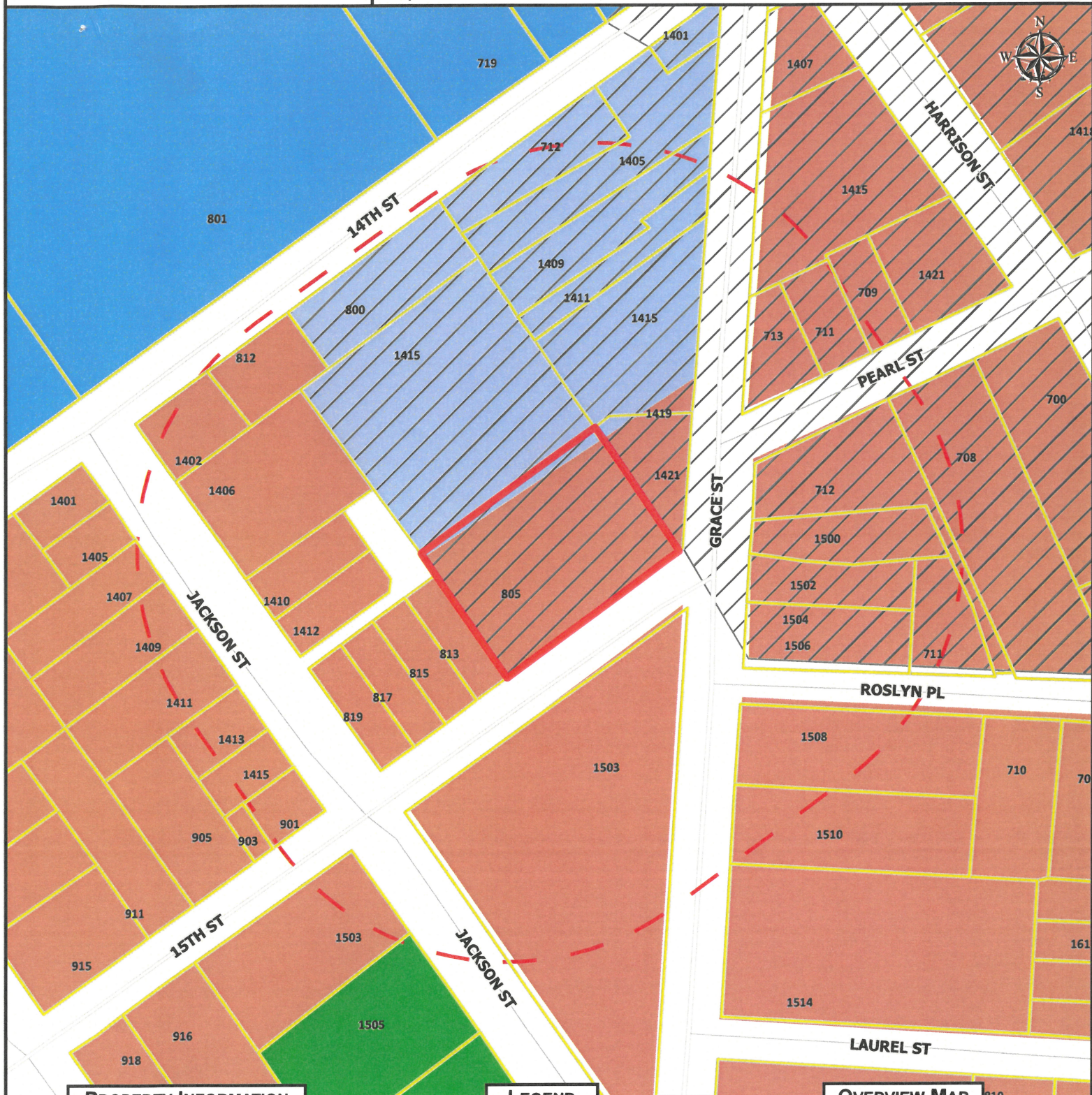
OVERVIEW MAP



MAP SCALE: 1:1,219 DATE PRINTED: 9/25/2023

805 15th Street Adjoining Owners

Parcel ID	Address	Owner
02519010	1410 JACKSON ST	PELOSO, THOMAS P
02519004	805 15TH ST	DIAMOND HILL BAPTIST CHURCH TRS
02520007	1421 GRACE ST	DIAMOND HILL BAPTIST CHURCH TRS
02530001	712 PEARL ST	HANNON, THEODORE B & JEAN L
02519011	1406 JACKSON ST	STEVENS, ROSANNA M
02519001	1402 JACKSON ST	HOME DEVELOPMENT INSTITUTE LLC
02530002	708 PEARL ST	HANNON, THEODORE B & JEAN L
02519002	812 14TH ST	DIAMOND HILL BAPTIST CHURCH TRS
02519012	1415 FEDERAL ST	DIAMOND HILL BAPTIST CHURCH
02520005	1415 GRACE ST	DIAMOND HILL BAPTIST CHURCH
02519003	800 14TH ST	DIAMOND HILL BAPTIST CHURCH TRS
02520008	1411 GRACE ST	DIAMOND HILL BAPTIST CHURCH
02520004	1409 GRACE ST	DIAMOND HILL BAPTIST CHURCH
02520001	712 14TH ST	DIAMOND HILL BAPTIST CHURCH
02520003	1405 GRACE ST	DIAMOND HILL BAPTIST CHURCH
02536009	1514 GRACE ST	TUCKER, TELLY DESHAWN
02536010	1510 GRACE ST	TUCKER, TELLY DESHAWN
02536001	1508 GRACE ST	BORN AGAIN CHRISTIAN CONST CO
02521007	713 PEARL ST	UPKEEP HOMES LLC
02521006	711 PEARL ST	SAENZ, CHRISTOPHER N
02521005	709 PEARL ST	SAENZ, AMY K & SAENZ, FELIPE L &
02521003	1415 HARRISON ST	MARESCO, CAROLEE & SPEIGHT, JOHN L



PROPERTY INFORMATION

PARCEL ID

ADDRESS

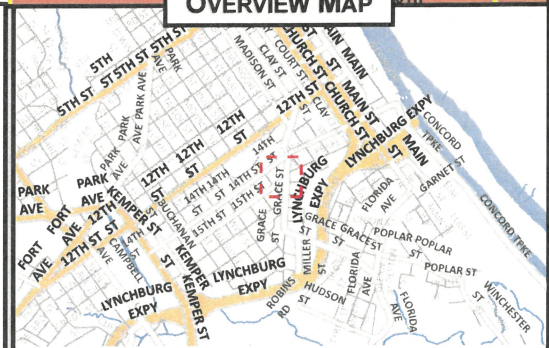
02519004 805 15TH ST

LEGEND

- | | |
|--|---|
|  Local Historic District |  Employment 1 |
|  Traditional Residential |  Employment 2 |
|  Low Density Residential |  Downtown |
|  Medium Density Residential |  Institution |
|  High Density Residential |  Public Use |
|  Neighborhood Commercial |  Public Parks |
|  Community Commercial |  Resource Conservation |
| |  Mixed Use |

MAP SCALE: 1:1,219 DATE PRINTED: 9/25/2023

OVERVIEW MAP





PROPERTY INFORMATION

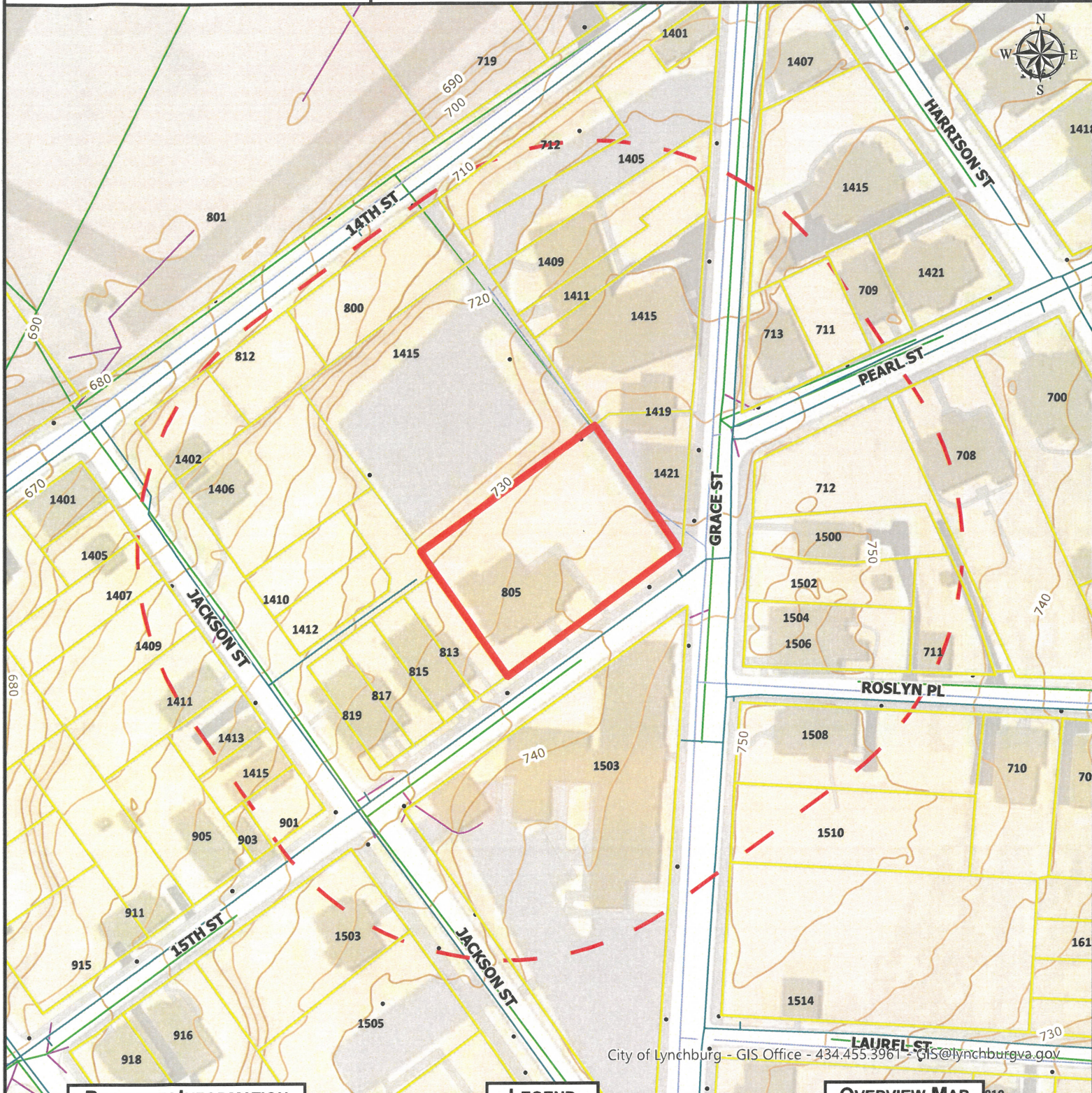
PARCEL ID	ADDRESS
02519004	805 15TH ST

LEGEND

- Subject Property
- Base Flood Elevation
- Floodway
- Floodzone
- River / Lake / Stream

OVERVIEW MAP





City of Lynchburg - GIS Office - 434.455.3961 - GIS@lynchburgva.gov

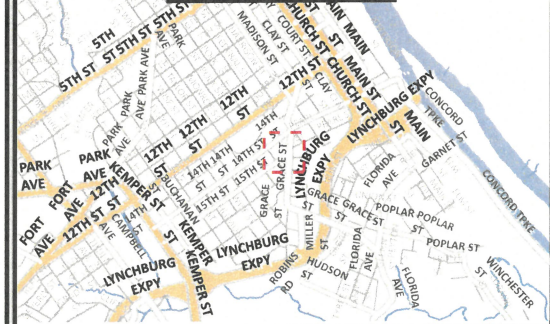
PROPERTY INFORMATION

PARCEL ID	ADDRESS
02519004	805 15TH ST

LEGEND

	Active	Proposed	Abandoned
Utilities	Water (solid blue)	Sanitary (dashed blue)	Storm (dashed blue)
Planimetrics	Structure (solid grey)	Roadway (solid grey)	Parking (dashed grey)
	Sidewalk (dashed grey)	Driveway (dashed grey)	
Topography	Contour (solid brown)		
MAP SCALE: 1:1,219	DATE PRINTED: 9/25/2023		

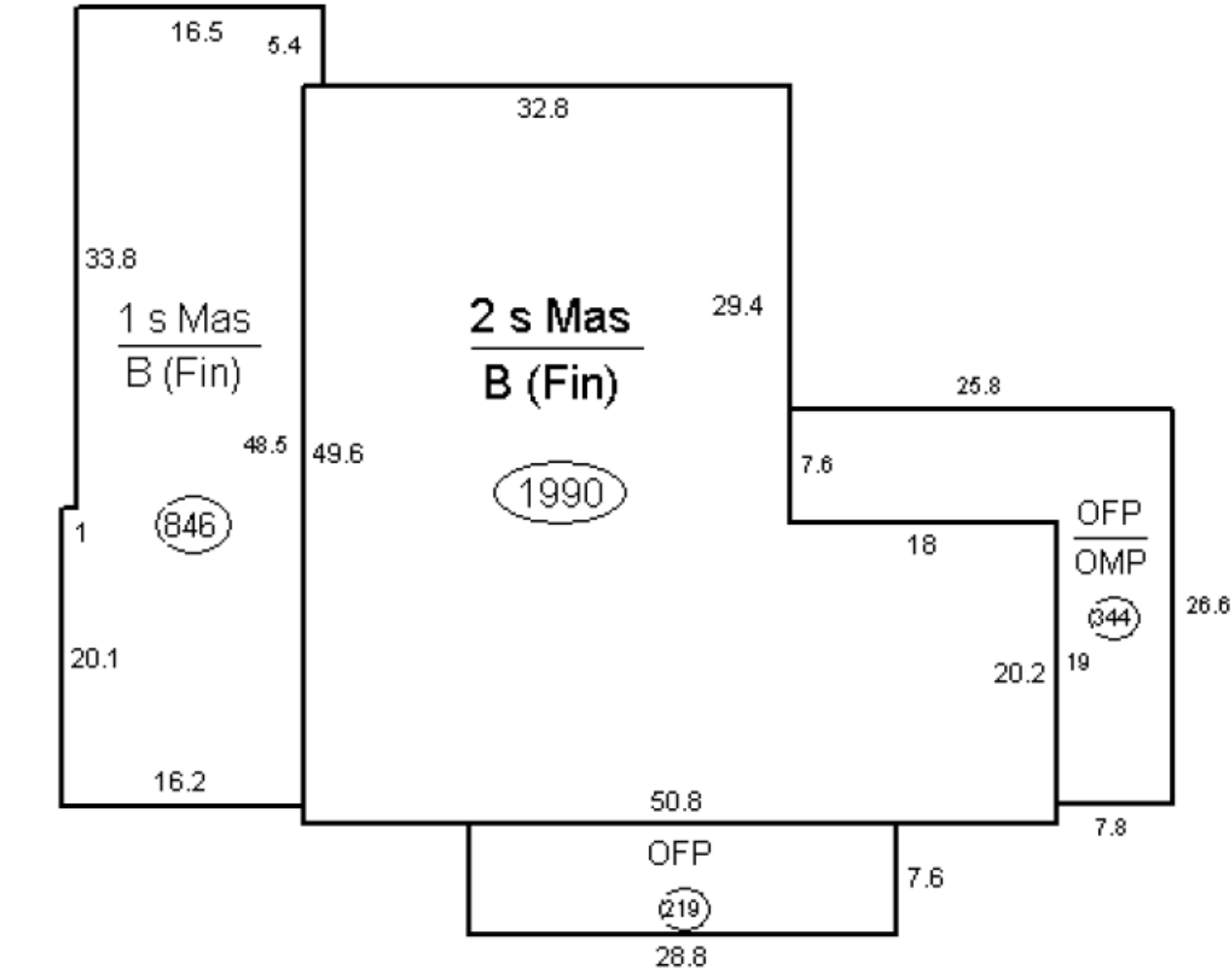
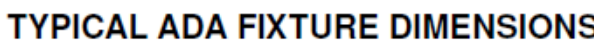
OVERVIEW MAP





Diamond Hill Childcare Center Site Layout – 805 15th Street

-  Play Area
-  Fence
-  Evergreen Plantings



Life Safety Evaluation for Hope Diamond Day Care
805 15th Street
Lynchburg, Virginia
Client Contact: Ms. DaBora Lovitt-Flood, Project Manager
c.540.659.7524 e.dlovitt2@gmail.com

DESIGN ARCHITECT
Moore Architecture
Kelvin L. Moore
c.434.665.7779 e.kelvin@moorearch.net

2018 Virginia Construction Code (VCC)
Level 1: alterations include the removal and replacement or the covering of existing materials, elements, equipment, or fixtures using new materials, elements, equipment, or fixtures that serve the same purpose, or the removal without replacement of materials, elements, equipment, or fixtures.

SCOPE OF WORK AND OBJECTIVE
Existing spaces have been identified for the Day Care at 35 s.f. per person. No new space is to be constructed. The scope of work may include the installation of exit signs, emergency lighting, smoke detectors in hallways, fire extinguishers (at each exit door), handicapped restroom in an existing space, window replacement, painting, and floor coverings. The sprinkler system at the boiler in the Basement shall be tested. The work shall cause the building to be more accessible and less hazardous. No structural items will be impacted. A yard fence will define the play-area boundary. Any exterior change will be addressed by the Certificate of Appropriateness (COA) process. Diamond Hill Baptist Church (exempt-religious, non-govt) is the sole owner of the building.

OCCUPANCY CLASSIFICATION
Use Group E, Day Care Facilities occupied by more than five children older than 2 1/2 years of age who receive educational, supervision or personal care for fewer than 24 hours per day.
Occupant Load: 68 persons.

TYPE OF CONSTRUCTION
Type IIIB

BUILDING AREA per floor
Allowable Area: 14,500 sf
Actual Area: 2,075 sf

BUILDING HEIGHT
Allowable Height: 40'
Actual Height: 28'

NUMBER OF EXITS
Required - 2; Actual - 3

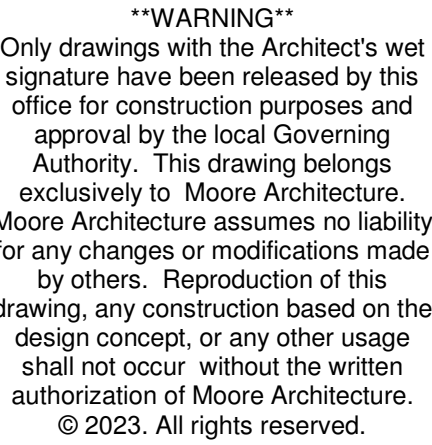
PLUMBING FIXTURES
Required: One commode/sink for each 50 occupants
Actual: One ADA restroom, four standard restrooms.

OCCUPANT LOADS PER FLOOR

BASEMENT FLOOR LEVEL	
SPACE	OCCUPANT LOAD
CLASS 5	8
CLASS 6	12
SUBTOTAL	20

MAIN FLOOR LEVEL	
SPACE	OCCUPANT LOAD
CLASS 1	8
CLASS 2	9
RECPT	1
CLASS 3	5
CLASS 4	5
KITCHEN	3
CONFERENCE	10
SUBTOTAL	41

SECOND FLOOR LEVEL	
SPACE	OCCUPANT LOAD
OFFICE 1	2
OFFICE 2	1
OFFICE 3	2
OFFICE 4	1
OFFICE 5	1
SUBTOTAL	7



kelvin@moorearch.net
434.846.7886

LYNCHBURG, VA

805 15th Street

Date: 08-30-2023

Not For Construction

Design Development

Construction Drawing

Revisions

Sheet Name

LIFE SAFETY PLAN

Sheet Number
LSP-1

HOPE DIAMOND CHILDCARE CENTER

STATEMENT OF INTENT

Overview

The Hope Diamond Childcare Center is owned and operated under the auspices of the Historic Diamond Hill Baptist Church. The childcare center is located at 805 15th Street in Lynchburg, Virginia 24504. Diamond Hill Baptist Church is a religious institution providing childcare center protection, support, patronage, guidance, and aid.

The Hope Diamond Childcare Center is located on the Diamond Hill Baptist Church campus. The church is located at 1415 Grace Street Lynchburg, Virginia 24504. (434) 845-0640, Dr. Owen Cardwell is the Pastor of the church. The mission of the childcare center is to provide families in need of quality Christian childcare in the Diamond Hill District.

The facility and staff will serve to minister to the families in the community. Diamond Hill Baptist Church and the Hope Diamond Childcare Center will provide spiritual guidance, education, and childcare for the growing community. The childcare will accommodate up to 30 children between the ages of two to five years old.

The facility includes a commercial kitchen, gathering area, play area, resource room parent check-office, and office space. The outside grounds will include a playground area for outside exercises and a play area. Also a sow & grow a garden for educational and nutritional values. The staff will include up to four full-time staff members for the teacher-to-child ratio to provide adequate care for each child. The childcare would be a significant outreach to our Diamond Hill community which is underserved for quality Christian childcare for our children.

Nondisclosure agreements protect the church, the childcare center, the parents, and the child. These agreements are used when at least one person is sharing confidential information with someone else and protect the immediate and future privacy of that disclosed information. Once the childcare center and the parent have signed, a nondisclosure agreement it allows for open dialogue between both parties, creating an environment in which information can be discussed freely and the true objectives of the meeting or relationship of the child can be achieved with the staff and the parent partnership may be established.

Center Provisional Guidelines

1. Hope Diamond Childcare Center is operated under the auspices of Diamond Hill Baptist Church
2. Mission: Provide a loving Christian educational childcare center
3. A staff-to-child ratio that meets the professional qualifications and in good health
4. Provide a Healthy and Safe learning environment, sow & grow learning garden
5. Healthy nutritional meals and snacks

Hope Diamond Childcare Center / Diamond Hill Baptist Church

DaBora Lovitt-Flood, Project Manager

1

6. Playground for exercise and playtime both inside and out.



ist Church Childcare Facilities - CUP
805 15th St
October 25, 2023

PLEASE PRINT CLEARLY

[illegible]

AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

Gregory Patrick, Deputy City Manager

AGENDA ITEM # IV.5

Riverfront Amphitheatre Update

RECOMMENDATION

Amend budget to appropriate an additional \$3 Million from the General Fund Balance to fully fund the Riverfront Amphitheatre Project

SUMMARY

The creation of Riverfront Park was one of the key components of the Downtown and Riverfront Master Plan 2000. In FY 2023, City Council approved funding to complete improvements to the park with the goals of:

- Build a destination amphitheater capable of hosting national touring acts
- Install a fence and gate system to designate event areas and allow passive use between events
- Build permanent public restrooms.
- Partner with the Kiwanis to build a new playground next to the splash pad
- Include additional shade canopy and landscaping
- Upgrade stormwater, sewer and rain garden capacity

The project was put out for bid on May 19, 2023 with a bid opening on July 13, 2023. Although the last estimate of cost (July 2022) was approximately \$4.6 million dollars (+/- 6% of budget), the low bid came in at \$7,998,000 from Jamerson-Lewis, which is significantly over budget.

The project timing has been impacted by this effort as well, the contractor indicated that the steel components for the amphitheater will take a much longer lead time than originally anticipated. The project construction time will extend from an estimated 420 calendar days to 630 calendar days for completion in July 2025.

Project Impact

Riverfront Park will be better positioned to drive visitor traffic through large-scale special events, festivals, movies and performances. On average there are approximately 16 local events per year at Riverfront Park varying from small community engagement events to music and food festivals. In 2022, local events in Riverfront Park generated 16,960 visits. The attendance capacity of the venue is approximately 3,500, up to 5,000.

We expect an additional 10-20 nationally programmed performances per year in the new amphitheater within the first three years of operation. Based on actual visits to nationally performing

artist events in Riverfront Park in recent years, we estimate that 20 additional nights of programming would conservatively drive nearly 75,000 visitors per year, a 330% increase in utilization of the Park. More than 90% of the foot traffic to Riverfront Park is for one-time events, meaning visitors are already using the park as a destination. Driving more visitors to the destination, will increase direct spending in restaurants, retail, transportation, lodging, and more associated with event attendance, across the City.

Next Steps

Operator - The City of Lynchburg will pursue procurement of a venue operator to schedule, promote and program national touring performances.

Sponsorship - The City of Lynchburg will pursue corporate sponsorship for the amphitheater.

PRIOR ACTION(S)

Lynchburg City Council previously appropriated about \$4.5 Million in ARPA and other funds to support design and construction of the project.

FISCAL IMPACT

\$3 Million in additional funds for construction of the amphitheater to be offset by the economic impact of the additional events held in the park

CONTACT(S)

Gregory Patrick, Deputy City Manager

ATTACHMENT(S)

1. RiverFront - GAP

REVIEWED BY



Alicia Finney, Clerk of Council

Date: November 21, 2023



RIVERFRONT PARK PROJECT UPDATE

November 28, 2023



CURRENT STATUS

- Current Project funding includes:
 - \$4M in ARPA Funds from the FY 2023 CIP
 - Additional funds in existing Public Works and Parks & Recreation projects
- Project is 100% designed
- Put out to bid in May 2023
 - Previous cost estimate (July 2022) approximately \$4.6 million
- Low bid (Jamerson-Lewis) is \$7,998,000
 - General construction inflation
- Current project completion estimated by July 2025



PROJECT HISTORY

The completion of Riverfront Park is a key component of the Downtown and Riverfront Master Plan 2000 and Downtown 2040 plans.

Improvements include:

- Build a destination amphitheater capable of hosting national touring acts
- Install a fence and gate system to designate event areas and allow passive use between events
- Build permanent public restrooms
- A new playground
- Additional shade canopy and landscaping
- Upgrade stormwater, sewer and raingarden capacity



Site Plan



Amphitheater

Perspective View



Amphitheater

Perspective View



Restroom Building
Perspective View



KIWANIS PLAYGROUND PARTNERSHIP



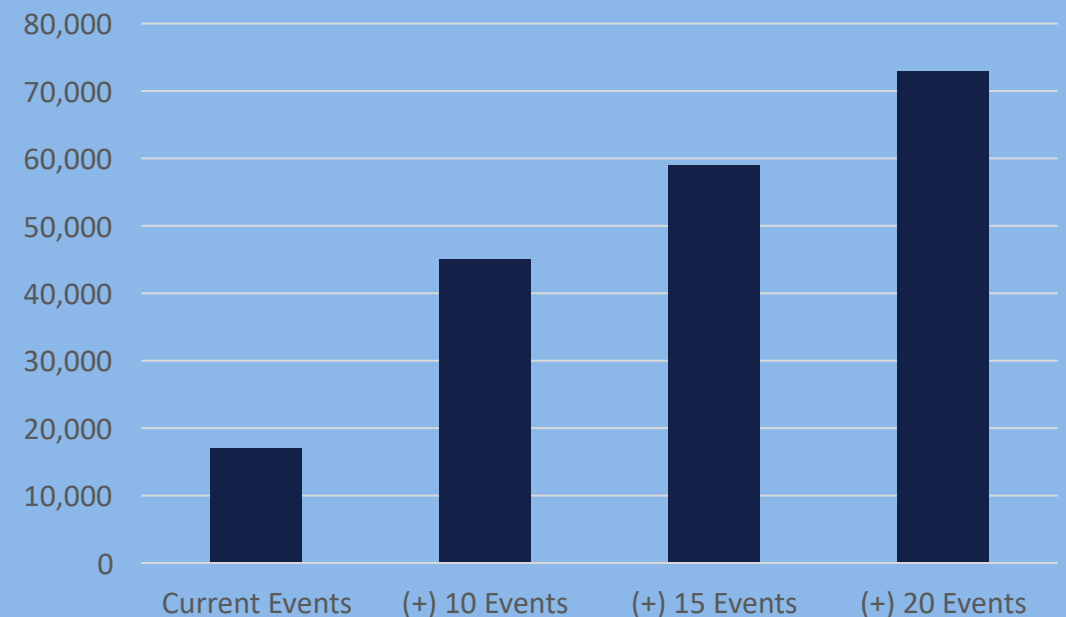
Overall Site Perspective View



ECONOMIC ENGINE

- Will drive visitor traffic through large-scale special events, festivals, movies and performances.
 - Approximately 16 events per year; 16,960 visits
 - Upon completion an estimated 10-20 additional nights of programming; 75,000 visits
- Consumer spending on experiences (events, festivals, etc.) is the most efficient way to generate local tax revenue
 - Hotel Tax @ 6.5% + Bed Tax
 - Meals Tax @ 6.5%
 - Admissions Tax @ 7%

One-Time Event Visitors



KEY TO SUCCESS – BUILD THE FULL PROJECT

- Avoid the slippery slope of “Value Engineering”
- Attract a first rate operator
- Identify a naming rights sponsorship



NEXT STEPS

- December 12th – Budget Amendment
 - Amend the FY 2024 CIP to add \$3M in project funding from the General Fund Balance
 - Preliminary FY 2023 Budgetary Surplus of \$15M
- Sign Construction Contract and Begin Work



AGENDA ITEM SUMMARY

MEETING DATE

November 28, 2023

PRESENTED BY

Ryan Zuidema, Chief of Police

AGENDA ITEM # IV.6

City-Wide Youth Curfew

RECOMMENDATION

Extend the City-Wide Youth Curfew Ordinance for six months to provide a full year of data.

SUMMARY

The City-Wide Youth Curfew Ordinance was enacted May 26, 2023 and is scheduled to sunset on December 1, 2023. At the request of City Council, monthly statistical data related to enforcement has been provided over the last five months. During this time, we have seen decreases in both property crime and violent crime. Statistical crime data will be provided to demonstrate the correlation between the curfew ordinance and this decline.

PRIOR ACTION(S)

May 23, 2023: City Council Meeting, ordinance approved

FISCAL IMPACT

n/a

CONTACT(S)

Ryan Zuidema, Chief of Police

ATTACHMENT(S)

1. Curfew Extension - Uncodified Ordinance
2. City-Wide Youth Curfew Ordinance - 11.2023

REVIEWED BY

Ryan Zuidema, Chief of Police

Date: November 21, 2023



Mercedes Braun, Assistant to the City Manager

Date: November 21, 2023



Wynter Benda, City Manager

Date: November 21, 2023



Alicia Finney, Clerk of Council

Date: November 21, 2023

AN UNCODIFIED ORDINANCE TO EXTEND THE "SUNSET" OR EXPIRATION/REPEAL DATE OF THE CITY-WIDE YOUTH CURFEW ORDINANCE, SECTION 27-28 OF ARTICLE I OF CHAPTER 27 OF THE CODE OF THE CITY OF LYNCHBURG, 1981, FROM DECEMBER 1, 2023, TO _____.

ORDINANCE:

#O-23-_____

WHEREAS, on May 23, 2023, the Lynchburg City Council adopted a City-wide Youth Curfew Ordinance, codified as Section 27-28 of Article I of Chapter 27 of the Code of the City of Lynchburg, 1981, effective May 26, 2023, at 8:00 a.m., for the purpose of (i) promoting the general welfare and protecting the general public through the reduction of juvenile violence and crime within the City; (ii) promoting the safety and well-being of the City's youngest citizens, persons under the age of eighteen (18), whose inexperience renders them particularly vulnerable to becoming participants in unlawful activities, particularly unlawful drug and firearm activities, and to being victimized by older perpetrators of crime; and (iii) fostering and strengthening parental responsibility for children; and

WHEREAS, the City-wide Youth Curfew Ordinance is currently set to automatically expire and repeal on December 1, 2023, unless further action is taken by the Lynchburg City Council; and

WHEREAS, the Lynchburg City Council desires to extend the "sunset" or expiration/repeal date of the City-wide Youth Curfew Ordinance from December 1, 2023, to _____.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG:

1. That the "sunset" or expiration/repeal date of the City-wide Youth Curfew Ordinance, codified as Section 27-28 of Article I of Chapter 27 of the Code of the City of Lynchburg, 1981, is hereby extended from December 1, 2023, to _____.
2. That this Ordinance shall be effective upon its adoption.

Adopted:

Certified: _____
Clerk of Council



BIB: CITY-WIDE YOUTH CURFEW

Tuesday, November 28, 2023



PURPOSE AND ACTION

Purpose:

Extend the City-Wide Youth Curfew for six months to provide a full year of data.

Why:

- The curfew is scheduled to sunset on December 1, 2023.
- The Lynchburg Police Department (LPD) has been collecting data on the curfew since it began on May 26, 2023.
- As of November 19, 2023, 42 juveniles have been charged with violating the curfew



PROPERTY CRIME DATA

PROPERTY CRIME BETWEEN MAY 26 AND NOVEMBER 19			
PROPERTY CRIME OFFENSES	2022	2023	PERCENT CHANGE
ARSON	2	2	0.0%
AUTO THEFT	127	111	-12.6%
BURGLARY	124	86	-30.6%
LARCENY FROM AUTO	238	110	-53.8%
LARCENY OFFENSES	535	382	-28.6%
TOTAL PROPERTY CRIME	1026	691	-32.7%

PROPERTY CRIME BETWEEN MAY 26 AND NOVEMBER 19			
PROPERTY CRIME OFFENSES	5 YEAR AVG	2023	PERCENT CHANGE
ARSON	4	2	-50.0%
AUTO THEFT	92	111	20.7%
BURGLARY	110	86	-21.8%
LARCENY FROM AUTO	180	110	-38.9%
LARCENY OFFENSES	499	382	-23.4%
TOTAL PROPERTY CRIME	885	691	-21.9%



VIOLENT CRIME DATA

VIOLENT CRIME BETWEEN MAY 26 AND NOVEMBER 19			
VIOLENT CRIME OFFENSES	2022	2023	PERCENT CHANGE
HOMICIDE	3	1	-66.7%
RAPE	41	39	-4.9%
ROBBERY	22	13	-40.9%
AGGRAVATED ASSAULT	92	65	-29.3%
TOTAL VIOLENT CRIME	158	118	-25.3%

VIOLENT CRIME BETWEEN MAY 26 AND NOVEMBER 19			
VIOLENT CRIME OFFENSES	5 YEAR AVG	2023	PERCENT CHANGE
HOMICIDE	2	1	-50.0%
RAPE	41	39	-4.9%
ROBBERY	27	13	-51.9%
AGGRAVATED ASSAULT	98	65	-33.7%
TOTAL VIOLENT CRIME	168	118	-29.8%



CITY-WIDE YOUTH CURFEW

- The curfew provides our officers another tool to address delinquent behavior
- Correlation between the curfew and reduced crime
 - Stratified Policing has assisted
- Property crime is down 32.7% compared to the same time frame in 2022
 - Larcenies from vehicles are down 53.8% in this period
- Violent crime is down 25.3% compared to the same time frame in 2022
- The curfew prevented at least one firearm-related crime
- Questions?

