



LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, January 4, 2024 at 5:00 P.M.
 Second Floor Conference Room, Lexington City Hall
 300 E. Washington Street, Lexington, VA

AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES:
 - A. December 7, 2023 Minutes*
4. NEW BUSINESS:
 - A. COA 2024-01: an application by Cindy Sparks for a Certificate of Appropriateness for a new signage for Mulberry's DIY Workshop at 25 W. Washington Street, Tax Map #16-1-50, owned by Jeannette Craft Ewing LT.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
 - B. COA 2024-02: an application by Stephanie Wilkinson for a Certificate of Appropriateness for a new projecting sign for ZUNZUN at 11 E. Washington Street, Tax Map #23-1-198A, owned by Philip Clayton.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
 - C. COA 2024-03: an application by Hugh Latimer of Washington & Lee University for a Certificate of Appropriateness for exterior improvements at 0 Lee Avenue, Tax Map #16-1-40, owned by Washington & Lee University.**
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Board Discussion & Decision
5. OTHER BUSINESS
6. ADJOURN

*indicates attachment

**Lexington Architectural Review Board
Thursday, December 7, 2023 – 5:00 p.m.
Second Floor Conference Room
Lexington City Hall**

MINUTES

Architectural Review Board:

Present: Caroline Alexander, Chair
Arthur Bartenstein, Vice-Chair
Jessie Taylor, Alternate A

City Staff:

Kate Beard, Administrative Assistant

Absent: Julie Goyette
Ian Small
Barbara Crawford, Alternate B

CALL TO ORDER:

C. Alexander called the meeting to order at 5:03 p.m.

AGENDA:

The agenda was unanimously approved as presented. (A. Bartenstein / J. Taylor)

MINUTES:

The minutes from the November 16, 2023 were unanimously approved as presented. (C. Alexander / J. Taylor)

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:

None

NEW BUSINESS:

A. COA 2023-39: an application by Jeanne Hepler for a Certificate of Appropriateness for exterior improvements at 10 S. Randolph Street, Tax Map #23-12-7B, owned by Halestone Cottage, LLC.

- 1) Staff Report – This was a request for the installation of a new metal handrail along the edge of the path leading to the entrance to the rear residential apartment. The handrail was necessary for safety reasons. This request was one of several proposed improvements reviewed by the Architectural Review Board on September 7, 2023. The applicant's intent was to install a metal railing that was similar to an existing railing on the adjacent Castle property. At that time, there was general agreement among the Board members that such a railing would be appropriate and that the railing should function as a stand-alone element (separate from, and potentially in a different style than, the approved porch railing and gate). The applicant had since installed a black metal railing in the location discussed and was requesting the Board's review and approval. The applicant claimed the railing could be removed and replaced if necessary.
- 2) Applicant Statement – None

- 3) Public Comment - None
- 4) Board Discussion & Decision – **A. Bartenstein moved to approve the railing as installed. J. Taylor seconded and the motion passed unanimously. (3-0)**

B. Discussion and review of the draft 2023 ARB Annual Report – There was general agreement to present the Annual Report with an edit suggested by C. Alexander.

OTHER BUSINESS:

K. Beard reminded the Board that the December 21, 2023 meeting had been cancelled and that the next meeting would be held on January 4, 2024.

ADJOURN:

The meeting adjourned at 5:08 p.m. (J. Taylor / C. Alexander)

C. Alexander, Chair, Architectural Review Board

Lexington, VA Historic Downtown Preservation District COA
COA 2024-01 25 W. Washington Street New Signage

Project Name	New signage for Mulberry’s DIY Workshop
Property Location	25 W. Washington Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Jeannette Craft Ewing LT. / Cindy Sparks

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign and a new door sign for Mulberry’s DIY Workshop at 25 W. Washington Street. The applicant is requesting a 36” x 36” x 19mm double-sided projecting sign made from expanded PVC with digital vinyl decals on both sides and painted edges. The sign will feature the business name and logo in white (Benjamin Moore Capitol White CW-10) on a dark gray (Benjamin Moore Iron Mountain2134-30) background. It will be hung from the existing bracket and will not be illuminated. The door sign consist of a vinyl decal applied to the window glass with the business name and logo in white on a transparent background. Additional sign details and color samples are included in the application materials.

25 W. Washington Street existing conditions



**Lexington, VA Historic Downtown Preservation District COA
COA 2024-01 25 W. Washington Street New Signage**

ARB Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.

(Applicable sections of the Lexington Design Guidelines are:

Section IX.A & B Guidelines for Signs. on page IX-1)

<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

Staff Comment

Staff finds the proposed improvements meet the zoning criteria.



Planning & Development Department
P.O. Box 922
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

www.lexingtonva.gov

SIGN PERMIT APPLICATION

Applicant:
 Name: Cindy Sparks Phone: (540) 292-3210
 Company: Mulberry's DIY Workshop Fax: _____
 Address: 25 W Washington St. Email: mulberrysdiyworkshop@gmail.com
 Applicant's Signature: [Signature] Date: Dec 6, 2023

Property Owner
 Name: David Stull Phone: 540-462-3770
 Address: 21 West Nelson Street Email: davidstull32@gmail.com
 Owner's Signature: David Stull Date: 12/6/2023

Sign Contractor
 Name: _____ Phone: _____
 Company: _____ Fax: _____
 Address: _____ Email: _____

Proposal Information²
 Address (or location description): _____
 Tax Map: _____ Deed Book and Page #: _____
 Acreage: _____ Zoning (attach any existing conditions or proffers): _____
 Property Doing Business As: _____
 Overlay District:
 Historic (requires Architectural Review Board review and approval)
 Entrance Corridor (requires Planning Commission review and approval)
 None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.
2. Any application deemed incomplete by staff will not be accepted.



www.lexingtonva.gov

Planning & Development Department

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

SIGN PERMIT APPLICATION

Applicant¹

Name: _____ Phone: _____

Company: _____ Fax: _____

Address: _____ Email: _____

Applicant's Signature: _____ Date: _____

Property Owner

Name: _____ Phone: _____

Address: _____ Email: _____

Owner's Signature: _____ Date: _____

Sign Contractor

Name: Donelle De Witt Phone: 540-460-2045

Company: DDGA&I Fax: _____

Address: 94 Little House Lane, Lexington, VA Email: donelle888@mac.com

Proposal Information²

Address (or location description): 25 West Washington St

Tax Map: _____ Deed Book and Page #: _____

Acreage: _____ Zoning (attach any existing conditions or proffers): _____

Property Doing Business As: _____

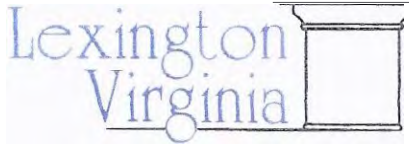
Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
- None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.

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*Fees Non Refundable



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Sign Information

Table with 4 columns: Sign Type, Square Feet, Width, Height. Rows include Sign 1 (Projecting, 9 sq ft, 36", 36"), Sign 2 (vinyl on glass, 1.5 sq ft, 21", 10.4"), and Sign 3.

Street Frontage (width) of business space in feet 15.5

Street Frontage (width) of building in feet 15.5

Are other signs currently displayed on the same building? [] Yes [X] No

If "Yes", please provide the size of each existing building sign that is to remain.

Width _____ Height _____

Width _____ Height _____

If a projecting sign, clearance from sidewalk: >8' _____ feet

What materials will be used? 19mm expanded PVC with digitally printed and laminated vinyl decals adhered both sides, edges painted to match. Black painted iron frame surrounding and attaching to armature

Will the sign be illuminated? [] Yes [X] No

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign
• Lettering style and size
• How colors will be used
• Photo showing building and adjoining structures
• Exact wording layout of sign
• Paint samples
• Style of bracket, stand, and/or awning

MULBERRY'S DIY WORKSHOP

Cindy Sparks

121 West Washington Street
Linear Frontage: 15.5'

Three large windows: 24" x 108" each

Door glass: 25" x 55"

Total sq ft in glass: 55 sq ft



Colors:
Benjamin Moore
Iron Mountain
2134-30
and
Capitol White
CW-10

36"

36"

9 sq. ft.

Existing Armature, black painted iron frame holds sign



Vinyl on door glass: white
1.5 sq. ft.

Prepared by



Donelle DeWitt
Graphic Arts &
Illustration, LLC
A Local Professional
Design Studio

*Logo Design, Desktop Publishing,
Signs, Banners & more*
Cell: 540-460-2045
donelle888@mac.com

**Lexington, VA Historic Downtown Preservation District COA
COA 2024-02 11 E. Washington Street New Sign**

Project Name	New projecting sign for ZUNZUN
Property Location	11 E. Washington Street
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Philip Clayton / Stephanie Wilkinson

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign for ZUNZUN at 11 E. Washington Street. The Red Hen restaurant is undergoing a rebranding and wishes to replace the existing sign with a sign representing the restaurant's new incarnation. The request is for a 30" x 30" projecting sign made from pressure-treated wood, cut to the shape of a hummingbird and painted in glossy exterior paint in "Classic Blue" (Pantone 19-4052). The ZUNZUN sign would be hung from the existing bracket, illuminated by the existing light fixture, and as with the current Red Hen sign, would contain no text. A representation of the proposed ZUNZUN hummingbird silhouette and additional sign details are included in the application materials.

11 E. Washington Street existing conditions



**Lexington, VA Historic Downtown Preservation District COA
COA 2024-02 11 E. Washington Street New Sign**

ARB Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.

(Applicable sections of the Lexington Design Guidelines are:

Section IX.A & B Guidelines for Signs. on page IX-1)

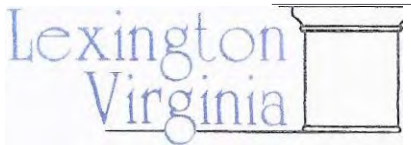
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Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

Staff Comment

Staff finds the proposed improvements meet the zoning criteria.




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Planning & Development Department
 300 East Washington Street
 Lexington, Virginia 24450
 Phone: (540) 462-3704 Fax: (540) 463-5310

SIGN PERMIT APPLICATION

Applicant¹

Name: Stephanie Wilkinson Phone: (540) 319-1076
 Company: Red Hen LLC dba ZUNZUN Fax: _____
 Address: 11 E. Washington St. Email: stephwilk@gmail.com
 Applicant's Signature:  Date: 12/13/23

Property Owner

Name: Philip Clayton Phone: (540) 460-5435
 Address: 259 Hawkridge Lane, Lexington Email: pepclayton@yahoo.com
 Owner's Signature: _____ Date: _____

Sign Contractor

Name: James Denver Phone: (302) 542-6017
 Company: _____ Fax: _____
 Address: 205 Senseney Lane, Lexington Email: _____

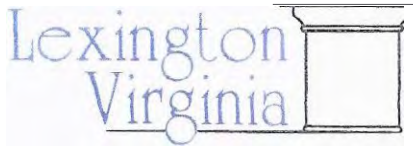
Proposal Information²

Address (or location description): 11 E. Washington St.
 Tax Map: _____ Deed Book and Page #: _____
 Acreage: _____ Zoning (attach any existing conditions or proffers): _____
 Property Doing Business As: Currently Red Hen, will be ZUNZUN

Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
- None (requires Planning and Development Department review and approval only)

1. *Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.*
2. *Any application deemed incomplete by staff will not be accepted.*



www.lexingtonva.gov

Planning & Development Department
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

Sign Information

Table with 4 columns: Sign Type, Square Feet, Width, Height. Row 1: Sign 1, Projecting blade, 6.25, 30", 30".

Street Frontage (width) of business space in feet 37'

Street Frontage (width) of building in feet 37'

Are other signs currently displayed on the same building? [X] Yes [] No

Only Red Hen signs are there now. They will be replaced with ZUNZUN

If "Yes", please provide the size of each existing building sign that is to remain.

Width _____ Height _____

Width _____ Height _____

If a projecting sign, clearance from sidewalk: 9' feet

What materials will be used? Treated wood, exterior paint

Will the sign be illuminated? [X] Yes [] No The current light fixture will remain in place

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign
• Lettering style and size
• How colors will be used
• Photo showing building and adjoining structures
• Exact wording layout of sign
• Paint samples
• Style of bracket, stand, and/or awning



ZUNZUN

SIP SIP • NOM NOM



Current sign



Proposed ZUNZUN sign shape

The sign will be made of pressure-treated wood, cut to the shape above and painted in glossy exterior paint in the brand color, Pantone 19-4052 “Classic Blue.”

As with the current sign, there will be no lettering.



CMYK
100 C
68 M
0 Y
14 K
HEX #005198

**Lexington, VA Historic Downtown Preservation District COA
COA 2024-03 – 0 Lee Avenue Exterior Improvements**

Project Name	New Roof at 0 Lee Avenue
Property Location	0 Lee Avenue (former Ann Smith School)
Zoning	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
Owner/Applicant	Washington & Lee University / Hugh Latimer

OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) to fully replace the asphalt shingle roof on the Chi Psi fraternity at 0 Lee Avenue (on the corner of Nelson Street and Lee Avenue). The current roof shingles are failing and are significantly lighter in color than the roofs of the adjacent University buildings. The proposal is to repair/replace the roof sheathing and flashings and replace the roofing felts and install new dark gray (GAF Timberline “Pewter Gray”) shingles to match the adjacent buildings. The application includes a photographic representation of the shingle being requested and a full-size sample will be made available for review at the meeting.

0 Lee Avenue existing conditions



**Lexington, VA Historic Downtown Preservation District COA
COA 2024-03 – 0 Lee Avenue Exterior Improvements**

ARB Considerations

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.

(Applicable sections of the Lexington Design Guidelines are:

Section V. J. Guidelines for Existing Buildings – Elements, Roofs beginning on page V-16.)

<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

Staff Comment

Staff finds the proposed improvements meet the zoning criteria.

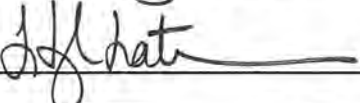


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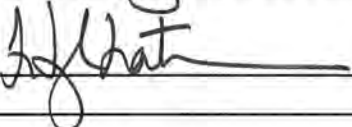
Planning & Development Department
 300 East Washington Street
 Lexington, Virginia 24450
 Phone: (540) 462-3704 Fax: (540) 463-5310

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

Applicant¹

Name: Hugh Latimer Phone: 540-855-8359
 Company: Washington and Lee University Fax: _____
 Address: 204 W. Washington St. Email: hlatimer@wlu.edu
 Applicant's Signature:  Date: 12/6/23

Property Owner

Name: Washington and Lee University Phone: 540-855-8359
 Address: 204 W. Washington St. Email: _____
 Owner's Signature:  Date: 12/6/23

Architect/Designer

Name: N/A (Hugh Latimer for Phone: _____
Washington and Lee) Fax: _____
 Company: _____
 Address: _____ Email: _____

Administration

Application is hereby made to the Lexington Architectural Review Board for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Historic District in accordance with Chapter 28, Article XVII and Article XVIII of the Lexington City Code.

This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.



Planning & Development Department
 300 East Washington Street
 Lexington, Virginia 24450
 Phone: (540) 462-3704 Fax: (540) 463-5310

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Proposal Information² (attach list of properties if request includes multiple properties)

Address (or location description): O Lee Avenue (Corner Lee and Nelson)

Tax Map: 16140 Deed Book and Page #: 38

Acreage: <1.1 acre Zoning (attach any existing conditions or proffers): _____

Property Doing Business As: Creek housing within Washington and Lee

Historical Name of Building: Ann Smith School (Academy)

Approximate Age of Building: 1909 Applicant seeking Federal Tax Credit: Yes No

2. Any application deemed incomplete by staff will not be accepted.

Alteration Description (complete a City Sign Permit Application for sign alterations)

I. Please check action(s) for which this COA is requested:

- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, alternation, repair, or construction of amenities such as fences or walls - Asphalt shingle roof replacement
- Demolition of part or all of an existing building
- Moving a building (complete Part III)
- Construction of a new building (complete Part III)
- Construction of any addition to an existing building (complete Part III)

II. For **ALL** projects, please attach the following:

- Photographs or drawings from the site showing adjoining structures, streets, and sidewalks
- Scale drawings of the improvements
- Detailed drawings of significant decorative or architectural elements
- Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties
- Samples of exterior materials and paint colors to be used

III. For **NEW CONSTRUCTION**, please provide the above attachments in addition to the following:

- Dimensions, orientation, and acreage of each lot or plot to be built upon
- Layout of the project and its relation to surrounding structures
- Location of points of entry and exit for motor vehicles and internal vehicular circulation pattern and parking facilities
- The size, shape, and location of existing and proposed construction on the parcel
- Location of walls, fences, and railings, and the indication of their height and the materials of their construction

This project is to fully replace the asphalt shingle roof on the Chi Psi fraternity (former Ann Smith School) building at Nelson and Lee Streets. The shingles are failing and the university is having to undertake significant interior repairs caused by water intrusion.

For a reason that current staff cannot recall, the last time the roofing shingles were replaced, around fifteen or so years ago, a very light color shingle was used instead of the traditional gray. This presents an odd contrast with all the other slate, metal, and shingle roofs in the adjacent buildings that are gray.

We are requesting to install a dark gray shingle in the color range of the adjacent buildings- a GAF Timberline "Pewter Gray" shingle. The roof sheathing and flashings will be repaired/replaced, roofing felts replaced and the shingles replaced.

We have attached a photographic color sample of the shingle. By the time the ARB meeting comes up we will have a full-size actual sample for review at the meeting.

