CITY OF CHARLES TOWN
HISTORIC LANDMARKS COMMISSION
AGENDA • JANUARY 13, 2025

Commission/Board Meeting **CITY HALL** **7:00 PM**

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

2.1 : Draft Minutes of December 9, 2024
12.09.24 Minutes DRAFT.pdf

3. UNFINISHED BUSINESS

4. NEW BUSINESS

4.1 : Election of Officers:
-Chair
-Co-Chair

4.2 : **Public Hearing: COA2024-23:** 217 W. Washington St - Sign
1. Staff Report.pdf
2. Application.pdf
3. Design.pdf

4.3 : **Public Hearing: COA2024-24:** 400 E. Liberty St - Demolition
1. Staff Report.pdf
2. Application.pdf
3. Narrative.pdf
4. Architect letter.pdf

4.4 : **Public Hearing: COA2024-25:** 524/526 E. Washington St - Window Replacements
1. Staff Report.pdf
2. Application.pdf
3. Spec Sheet.pdf
4. Window Design.pdf

4.5 : **Public Hearing: COA2024-26:** 321 S. West St - New Construction
1. Staff Report.pdf
2. Application.pdf
3. CONCEPT PLAN.pdf
4. PLAN AND VIEWS (Final).pdf
5. Hardi Plank Fishermen Hall.pdf

5. ADJOURNMENT

6. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Draft Minutes of December 9, 2024

ATTACHMENTS:

- 12.09.24 Minutes DRAFT.pdf

CITY OF CHARLES TOWN
HISTORIC LANDMARKS COMMISSION
MINUTES • December 9, 2024

Committee Meeting **CITY HALL** **7:00 PM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

Present: Nick Zaglifa, Chair
Amanda Updike
Diane Drake
Randy Hilton
Anthony Troxel

James Newman, Zoning Administrator
Kim Crosson, City Staff – Attended Virtually

2. APPROVAL OF MINUTES

2:1 October 16, 2024 Minutes

RESULT:	**Approved Unanimous**
AYES:	Zaglifa, Updike, Drake, Hilton, Troxel

3. UNFINISHED BUSINESS

None

4. NEW BUSINESS

4:1 COA2024-19 – 305 W Congress St

Staff Presentation and update

Motion to Approve COA202-19

RESULT:	**Approved**
MOVER:	Updike
SECONDER:	Hilton
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

4:2 COA2024-20 201 N. Lawrence St.

Staff presentation

DRAFT

Motion to open public hearing

RESULT:	**Approved**
MOVER:	Drake
SECONDER:	Updike
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

No Public Comment

Motion to close public hearing

RESULT:	**Approved**
MOVER:	Updike
SECONDER:	Drake
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

Hilton gave an overview of the structure and its history. The porch existed prior to 1900.

Applicant Benjamin DuBois spoke about the structure and the porch design, need for changes to preserve the integrity of the house.

HLC discussion

Motion to approve COA2024-20 demolition request:

RESULT:	**Approved**
MOVER:	Troxel
SECONDER:	Updike
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

4:3 FIP2024-03 – 201 N. Lawrence St.

Staff presentation.

HLC discussion about proposed work and compliance with design standards. Discussed tabling to allow applicants to provide additional details.

Motion to table FIP2024-03 – 201 N. Lawrence St.

RESULT:	**Table-Approved**
MOVER:	Drake
SECONDER:	Updike
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

4:4 COA2024-22 – 204 W. Washington St

Staff Presentation.

Motion to open public hearing:

RESULT:	**Approved**

MOVER:	Hilton
SECONDER:	Drake
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

No comments.

Motion to close public hearing:

RESULT:	**Approved**
MOVER:	Updike
SECONDER:	Drake
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

Motion to Approve COA202-22

RESULT:	**Approved**
MOVER:	Updike
SECONDER:	Troxel
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

4:5 2025 Calendar

Staff Presentation.

Motion to adopt the calendar as presented:

RESULT:	**Approved**
MOVER:	Hilton
SECONDER:	Updike
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

5. ADJOURNMENT

Motion to adjourn

RESULT:	**Approved**
MOVER:	Hilton
SECONDER:	Updike
AYES:	Updike, Drake, Hilton, Zaglifa, Troxel

Adjourned at 7:53 pm.

DRAFT

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Election of Officers:
-Chair
-Co-Chair

ATTACHMENTS:

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Public Hearing: COA2024-23: 217 W. Washington St - Sign

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. Design.pdf

Certificate of Appropriateness
COA-2024-23

Date: For the January 13, 2025 Historic Landmarks Commission meeting
Applicant: Cape Cod Formals LLC
Property Owner: BAKKA LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator
Proposal: Certificate of Appropriateness for a wall sign
Address: 217 W. Washington Street
Zoning: Old Town Mixed Use Commercial



HISTORIC SURVEY BUILDING INFORMATION: Downtown Historic District.
219 W. Washington Street. Late 20th century, after 1985. **Non-contributing**.

PROPOSAL
A request for a Certificate of Appropriateness to install a wall sign, placed over an entrance to the business.

BUILDING FRONTAGE
From Google Streetview: Dated October 2024.



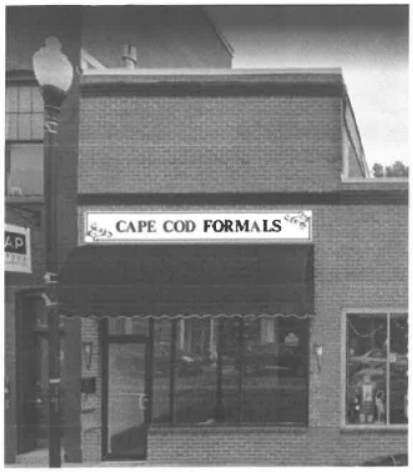
DESIGN



MATERIAL: Alumet (metal faced panel with plastic core)

Letters are cut from the same material and applied to the sign face to add depth and dimension.

SIZE:
Height: 2 ft.
Width: 14 ft.
Depth: .25 inch



ORDINANCE REQUIREMENTS

Wall sign regulations:

Wall Signs on historic Buildings shall be placed within the sign frieze, or distinct place within which a Wall Sign was intended to be located, if the Building was designed for such. No Wall Sign shall extend beyond such space. If there is no sign frieze, the Wall Sign shall be placed below the typical second floor window area. The design and coloration of such Signs shall be compatible with the character of the Building;

Maximum permitted signa area: 32 sq. ft.

Maximum permitted height: 6 ft.

One wall sign per road frontage permitted.

HISTORIC DISTRICT REQUIREMENTS

In general, painted wood or metal is the preferred background for a sign. Glossy materials that reflect glare and reduce legibility should be avoided, unless the material is appropriate to the façade.

The sign will not be lit, keeping in accordance with the signage guidelines.

STAFF RECOMMENDATION

Approval

COA Application No._____

RECEIVED
DEC 02 2024
BY: VS

CERTIFICATE OF APPROPRIATENESS APPLICATION

ZONING ORDINANCE SECTION 1322.13, HISTORIC OVERLAY DISTRICT
AND
ARTICLE 141 OF THE CHARLES TOWN CODIFIED ORDINANCE
AND
DESIGN REVIEW STANDARDS

All proposed activity must be approved by the Historic Landmarks Commission (HLC) via issuance of a Certificate of Appropriateness (COA).

Many of the activities for which a COA is required also requires building permit, which is a separate process from obtaining a COA.

If applying for the Façade Improvement Program, the "Addendum – Façade Improvement Program" will be required in addition to this application.

1. DATE 8/21, 2024

2. APPLICANT'S NAME* Cape Cod formals LLC - Melissa Grant

Address: 217 w washington St. Charles Town, WV 25414

Telephone Number: (304) 279-3350 Fax Number (___)

Email Address: mgrant@capecodformals.com

Relationship to Owner: ✓Lessee ___Contractor ___Architect ___Consultant ___Other: (explain)_____

3. PROPERTY OWNER'S NAME BAKKA, LLC

Address: 217 W. Washington St., Charles Town, WV 25414

Telephone Number: (304 240-7821 Fax Number (___) N/A

Email Address: anpaw c. gmail.com

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

4. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (List all parcels that apply)

Property Address: 217 W. Washington St- Charles Town, WV 25414

Tax Map # and Parcel(s): _____

Deed Book and Page #: _____

Zoning District: _____

5. DESCRIPTION OF FORMER USE(S) OF THE PROPERTY

church

6. DESCRIBE THE CURRENT OR PROPOSED USE OF THE SUBJECT PROPERTY

Proposed: Retail Store - formal wear.

7. TYPE OF WORK:

A. ✓ Exterior alteration or repairs.

B. _____ New Construction: 1)____Primary Structure; 2)____Garage; 3)____New Addition; 4)✓Other;

C. _____Demolition: 1)____Whole Structure; 2)____Part of Structure;

D. _____Relocation of Structure

8. EXTERIOR ALTERATION OR REPAIR

A. Check all that apply for which approval of the proposed activity is requested:

____Architectural feature (decorative ornamentation)	____Metal trim	____Iron fences
____Material changes (wood, brick, metal, etc.)	____Windows - replacement, removal, elimination or new opening	____New construction
____Roof – Change in shape/profile	____Shutters	____Additions or alterations
____Skylights or dormers	____Door and transoms	✓Signs
____Masonry - cleaning, tuckpointing, removal of masonry or other changes to the masonry	____Cut stone steps	____Solar panels
____Removal of historic markings and paintings	____Security Features	____Mothballing
____Wood cornices and concealed box gutters	____Porch or deck	____Demolition
____Wood trim	____Awnings and canopies	

B. List and describe in detail all work to be done for each item checked. Include the following materials when appropriate:

1) Sketches, photographs, specifications, manufacturer's illustrations or other description of proposed changes to the building's exterior. Detailed drawings are required for major changes in architectural features.
2) If material changes are proposed, please provide a description of them. The architect's specifications or brochures may suffice; however, the Commission may request samples of new materials.

C. SIGNS:

1) See page 6 of this application for more information.
2) Signage activities are regulated under Article 1324 (Signs) and Section 1322.13 (Historic Overlay District) of the City of Charles Town's Zoning Ordinance and by extension the Design Review Standards. **All permitted sign sizes, location of placement and additional sign standards are regulated by Article 1324 and shall meet those standards.** The HLC role is to review the sign for appropriateness within the Historic Overlay District.

D. NEW CONSTRUCTION: Describe the nature of the proposed project. Include the following materials when appropriate:

1) Site plan with measured distances.
2) Elevation drawings of each façade and specifications which clearly show the exterior appearance of the project.
3) Samples or other description of materials to be used.
4) Drawings or other description of site improvements such as fences, sidewalks, lighting, pavement, decks, etc.

E. DEMOLITION OF STRUCTURE

1) Describe the structure's condition and reason for demolition.
2) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
3) Describe the proposed reuse of the site, including drawings of any proposed new structure or landscaping.

F. RELOCATION OF STRUCTURE

1) Explain what will be moved, why, and proposed changes.
2) If a building will be moved into a district from outside, include photographs.
3) Include a site plan of the proposed location in the district and describe any site features which will be altered or may be disturbed, including foundations, walls, vegetation, etc.

G. MOTHBALLING OF STRUCTURE

1) Describe how the structure will be secured from unwanted entry.
2) Describe measures to be taken to keep the weather and pest out.
3) If the property owner will not be in the state of West Virginia, designate a local contact.
4) If any door(s) or window(s) are to be boarded up, they must be painted to look like a door or window or decals that look like door and window must be adhered to the boards on the window or door.
5) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
6) Describe how the property will be maintained so as to not become a code violation, such yard maintenance.

DESCRIPTION OF THE PROPOSED ACTIVITY:

Store front sign - 2x14 s/s 6mm Alumet (1/4 metal faced panel with solid plastic core). Letters cut from same material and applied to face to give dimension. White sign / Black lettering. To be mounted above awning.

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have read the relevant provisions of the Charles Town Design Review Standards pertaining to this application, Section 1322.13, of the Zoning Ordinance and for a sign request, Article 1324 of the Zoning Ordinance.

Signature of Applicant _____ Date 8/21/2024

Signature of Property Owner(s) (If different than Applicant) _____ Date 8/21/2024

Managing Member, BAKKA, LLC

Please submit an original completed petition to the following:

Zoning Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Signs – Additional Information

ESTIMATED COST OF SIGN(S) (Excluding Labor & Installation):
$900.00

SIGN CONTRACTOR: Company North Central Construction. name Jon Drabnis

Contractor License #: WV & City of Charles Town:
WV-122666 CT - 2025-8284

TYPE OF SIGN

Type of Sign	Check One	Type of Sign	Check One
Free Standing		Suspended	
Building Mounted	✓	Awning	
Window Lettering		Other (List)	

Where on the property or building will the sign(s) be located?
Above Awning

SIGN MATERIAL:
Alumet (1/4 metal faced panel w/ solid plastic core)

SIGN DIMENSIONS:

Height	Width	Depth
2 ft	14 Ft	4mm

WILL SIGN(S) BE LIGHTED? If yes, list the type of lighting to be used:
no

PLEASE PROVIDE PROOF OF INSURANCE (In case of sign damage) Insurance Company:
The Hanover Insurance Company. Policy # ZBG T68276100

PROVIDE AN ILLUSTRATION OR PHOTOGRAPH OF THE PROPOSED SIGN(S)

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Zoning District: _____

Fee: $_____ Paid: $_____ Check No._____

Receipt No._____

Zoning Administrator Approval:_____ Date:_____

Historic Landmarks Commission Approval:_____Date:_____

Comments:_____

_____

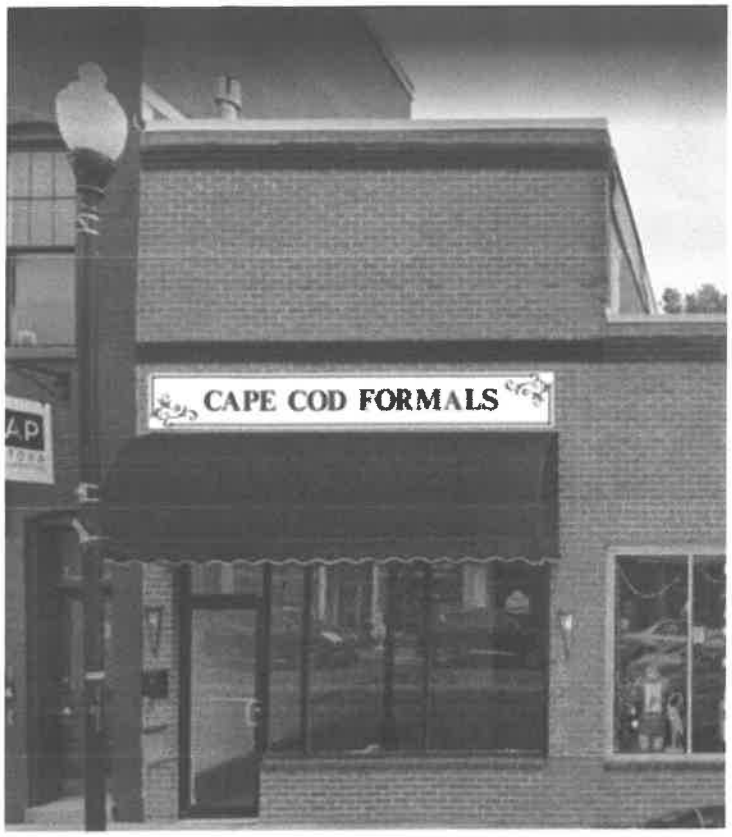
_____

_____

_____

_____

CAPE COD FORMALS


CAPE COD FORMALS

2'x14' s/s 6mm Alumet (1/4" metal faced panel w/ solid plastic core) Letters cut from same material and applied to face to give dimension

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

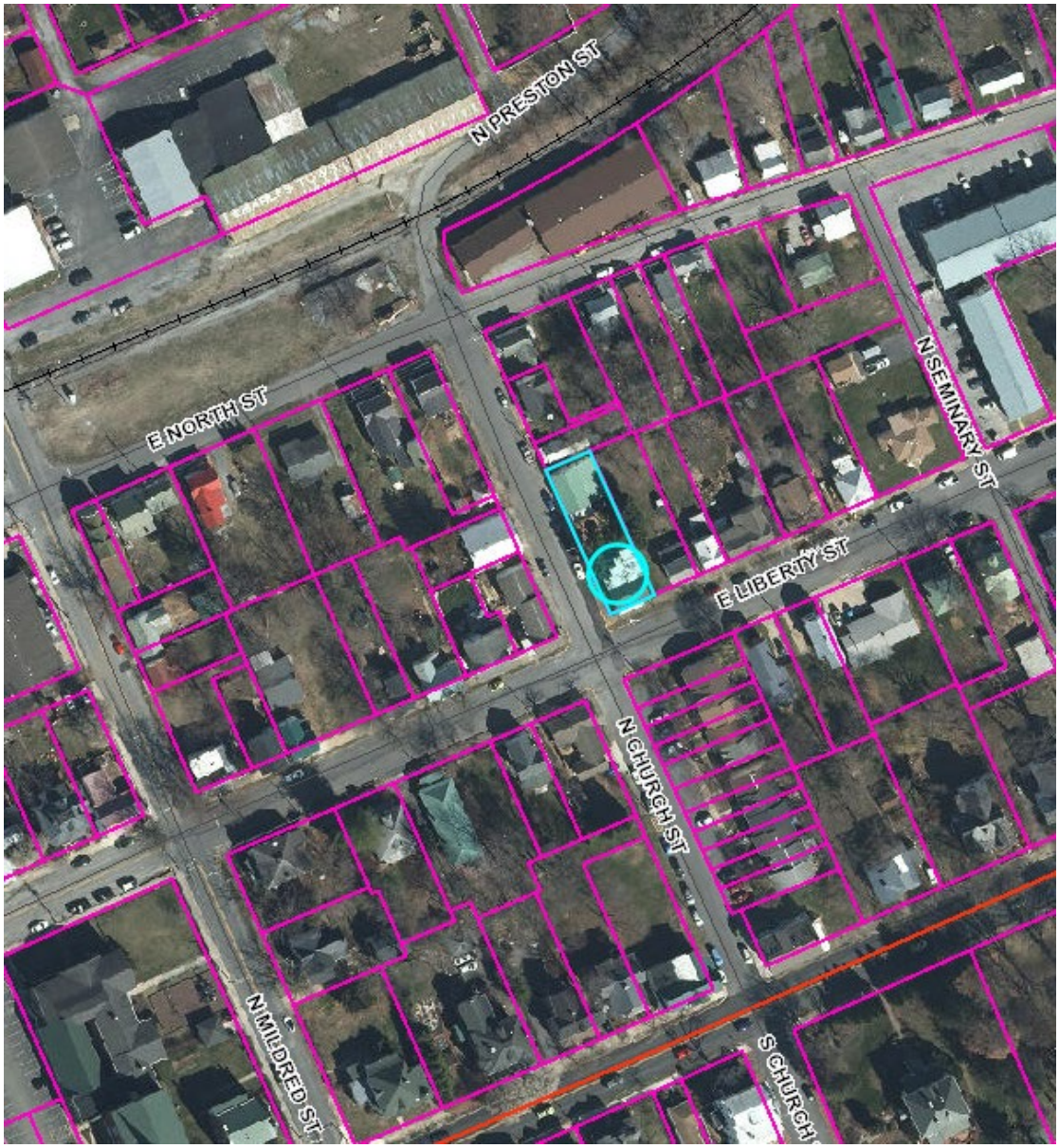
Public Hearing: COA2024-24: 400 E. Liberty St - Demolition

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. Narrative.pdf
- 4. Architect letter.pdf

Certificate of Appropriateness
COA-2024-24

Date: For the January 13, 2025 Historic Landmarks Commission meeting
Applicant: Mark Roper Construction
Property Owner: HASLE JAMES & AUDREY
Report by: James Newman, City Planner, Zoning/Subdivision Administrator
Proposal: Certificate of Appropriateness for demolition post-event
Property Location: 400 E. Liberty St, TD: 03 / Map: 2 / Pcl: 226
Current Zoning: Old Town Residential (OT-R)



HISTORIC SURVEY BUILDING INFORMATION: Downtown Charles Town Historic District. Vernacular, late 19th century. Two story, three bay, stuccoed house, possible log construction. **Contributing**

PROPOSAL

Post-event approval of chimney demolition.

HLC PRIOR ACTION

This property was reviewed by the HLC at their June 10, 2024 meeting, with a request for demolition of walls, installation of an exterior staircase, improvements to the building foundation, and new doorway on the second floor for improved ingress/egress. Demolition of the chimney was not shown on any of the provided plan sets.

STRUCTURE – Staff Picture of June 6, 2024



HISTORIC DISTRICT REQUIREMENTS

From page 55 of the Design Review Standards:

> *Demolition is forever. Once a building is gone it takes away another piece of the City's character. Demolition of a historic building or resource that has most of its original design and features should be an action of last resort.*

Review Criteria

1. *Whether or not the structure is of such old or distinctive design, texture, or scarce materials that it could not be reproduced or could be reproduced only with great difficulty and expense and, whether or not the structure is one of only a few remaining of that style or is particularly unique in its character.*

   The chimney can be seen in the staff photograph somewhat bowed out from the building. It was designed purely as a functional use structure, as opposed to ornate, and did not significantly contribute to the design aesthetic of the house.

2. *Whether or not the proposed demolition may adversely affect other historic buildings or the character of the historic district.*

   The chimney was only viewable from the side of the property on N. Church St., not from the main façade facing E. Liberty St.

3. *The reason for demolishing the structure and whether or not alternatives exist.*

   An alternative to demolition would have been to reconstruct or repair the broken aspects of the chimney .If this request is denied, the property owner must restore the chimney.

4. *Whether or not there has been a professional economic and structural feasibility study for rehabilitating or reusing the structure and if so, whether or not its findings support the proposed demolition.*

   The applicant has provided a letter from an architect stating that the architect advised them to demolish the chimney due to cracks in the brick and mortar deterioration

5. *Whether or not the structure is so significantly altered, so as to have irretrievably "lost" it's architectural and historical integrity. The fact that two significant historical styles may exist within a structure will not, in itself, constitute loss of architectural and historical integrity for the purposes of this paragraph.*

   The house is described as "*Vernacular, late 19th century. Two story, three bay, stuccoed house, possible log construction.* ***Contributing.***" The proposed changes will not impact the majority of structure, and are in-kind replacements or structural improvements.

STAFF RECOMMENDATION
Approval.

The Commission may approve, approve with conditions, deny, or table action on the request.

COA Application No._____

CERTIFICATE OF APPROPRIATENESS APPLICATION

ZONING ORDINANCE SECTION 1322.13, HISTORIC OVERLAY DISTRICT
AND
ARTICLE 141 OF THE CHARLES TOWN CODIFIED ORDINANCE
AND
DESIGN REVIEW STANDARDS

All proposed activity must be approved by the Historic Landmarks Commission (HLC) via issuance of a Certificate of Appropriateness (COA).

Many of the activities for which a COA is required also requires building permit, which is a separate process from obtaining a COA.

If applying for the Façade Improvement Program, the "Addendum – Façade Improvement Program" will be required in addition to this application.

1. DATE December 2, 20 24

2. APPLICANT'S NAME* Mark Roper Construction

Address: 418 S. Samuel St. Charles Town, WV 25414

Telephone Number: (304) 671-5762 Fax Number ( )

Email Address: mrconstructionwv@gmail.com

Relationship to Owner: ___Lessee _X_Contractor ___Architect ___Consultant ____Other: (explain)_____

3. PROPERTY OWNER'S NAME JAMES & AUDREY HASLE

Address: 291 BALL CT. PURCELLVILLE, VA 20132

Telephone Number: ( ) Fax Number ( )

Email Address: _____

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

4. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (List all parcels that apply)

Property Address: 400 E. Washington St.

Tax Map # and Parcel(s): TD: 3 / Map: 2 / Pcl: 226

Deed Book and Page #: 1286/117

Zoning District: Old Town Residential

5. DESCRIPTION OF FORMER USE(S) OF THE PROPERTY

Duplex

6. DESCRIBE THE CURRENT OR PROPOSED USE OF THE SUBJECT PROPERTY

Duplex

7. TYPE OF WORK:

A. X Exterior alteration or repairs.

B. _____ New Construction: 1)____Primary Structure; 2)____Garage;
3)____New Addition; 4)____Other;

C. X Demolition: 1)____Whole Structure; 2) X Part of Structure;

D. _____Relocation of Structure

8. EXTERIOR ALTERATION OR REPAIR

A. Check all that apply for which approval of the proposed activity is requested:

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____Roof – Change in shape/profile	____Shutters	____Additions or alterations
____Skylights or dormers	____Door and transoms	____Signs
X___Masonry - cleaning, tuckpointing, removal of masonry or other changes to the masonry	____Cut stone steps	____Solar panels
____Removal of historic markings and paintings	____Security Features	____Mothballing
____Wood cornices and concealed box gutters	____Porch or deck	X___Demolition
____Wood trim	____Awnings and canopies	

B. List and describe in detail all work to be done for each item checked. Include the following materials when appropriate:

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3) If the property owner will not be in the state of West Virginia, designate a local contact.
4) If any door(s) or window(s) are to be boarded up, they must be painted to look like a door or window or decals that look like door and window must be adhered to the boards on the window or door.
5) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
6) Describe how the property will be maintained so as to not become a code violation, such yard maintenance.

DESCRIPTION OF THE PROPOSED ACTIVITY:

See attached.

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have read the relevant provisions of the Charles Town Design Review Standards pertaining to this application, Section 1322.13, of the Zoning Ordinance and for a sign request, Article 1324 of the Zoning Ordinance.

Signature of Applicant

_____ Date _____

Signature of Property Owner(s) (If different than Applicant)

_____ Date Dec 2, 2024

Please submit an original completed petition to the following:

Zoning Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Signs – Additional Information

ESTIMATED COST OF SIGN(S) (Excluding Labor & Installation):

SIGN CONTRACTOR:

Contractor License #: WV & City of Charles Town:

TYPE OF SIGN

Type of Sign	Check One	Type of Sign	Check One
Free Standing		Suspended	
Building Mounted		Awning	
Window Lettering		Other (List)	

Where on the property or building will the sign(s) be located?

SIGN MATERIAL:

SIGN DIMENSIONS:

Height	Width	Depth

WILL SIGN(S) BE LIGHTED? If yes, list the type of lighting to be used:

PLEASE PROVIDE PROOF OF INSURANCE (In case of sign damage) Insurance Company:

PROVIDE AN ILLUSTRATION OR PHOTOGRAPH OF THE PROPOSED SIGN(S)

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Zoning District: _____

Fee: $_____ Paid: $_____ Check No._____

Receipt No._____

Zoning Administrator Approval:_____ Date:_____

Historic Landmarks Commission Approval:_____Date:_____

Comments:_____

_____

_____

_____

_____

_____

DESCRIPTION OF PROPOSED ACTIVITY

The applicant/contractor is new to this project and will be taking over construction activity from a prior contractor. Details of the proposed work is outlined in the June 10, 2024 HLC meeting packet. During demolition, the prior contractor found the chimney to be unsafe and removed it during the demolition of the rear wall. This was further verified by an architect, whose letter attesting to the unsafe and defective condition is attached. Before construction can begin again, as was proposed and approved by the HLC on 6/10/24, the removal of this exterior feature, the chimney, will need to be reviewed by the HLC. See pictures 1-5 depicting the chimney's condition. The property owner is requesting that the chimney not be rebuilt onto the structure.

The rear chimney is not a significantly prominent feature on the structure. It is not a formal ornate detailed chimney that provides architectural character to the house itself. This rear chimney was a small square brick exhaust that would have been functional for a wood stove that was piped to the chimney and was not a wood burning fireplace. Unlike the center chimney in the center of the house that can be seen from the front of the house, which does provide some architectural character, the rear chimney does not provide that to this house. See picture 6, which shows the front of the house from 400 E. Liberty Street showing the center chimney and not the rear chimney.

Pictures showing bowing and detachment of chimney from the house

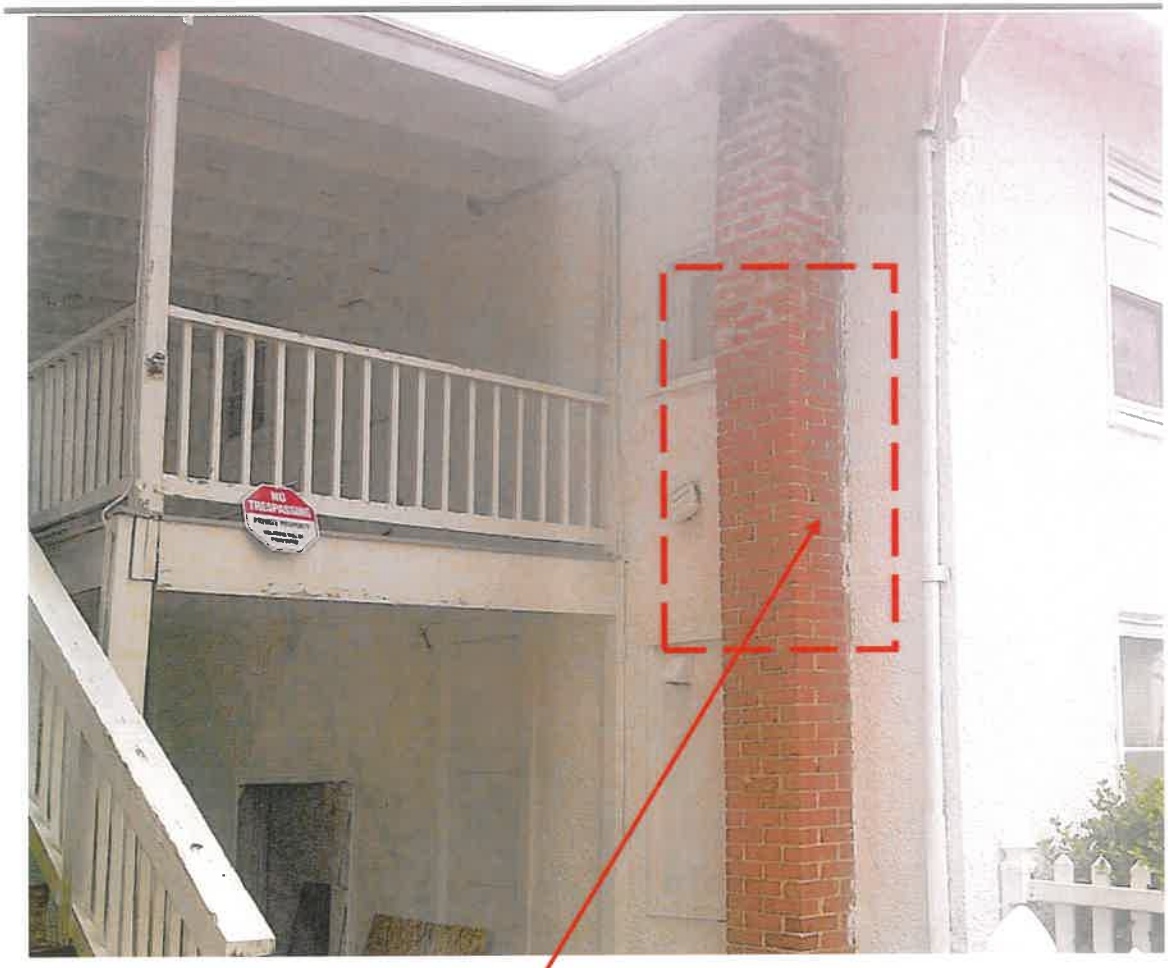
Pictures 1 and 2 are from the staff report in June 2024.

Picture 1

Views of rear of structure where walls are to be demolished and replaced.



Picture 2



Area where chimney is bowed outward and also showing detachment from structure

Picture 3

From Google Street View 2021
Shows Chimney bowing and also the same area with detachment from structure.



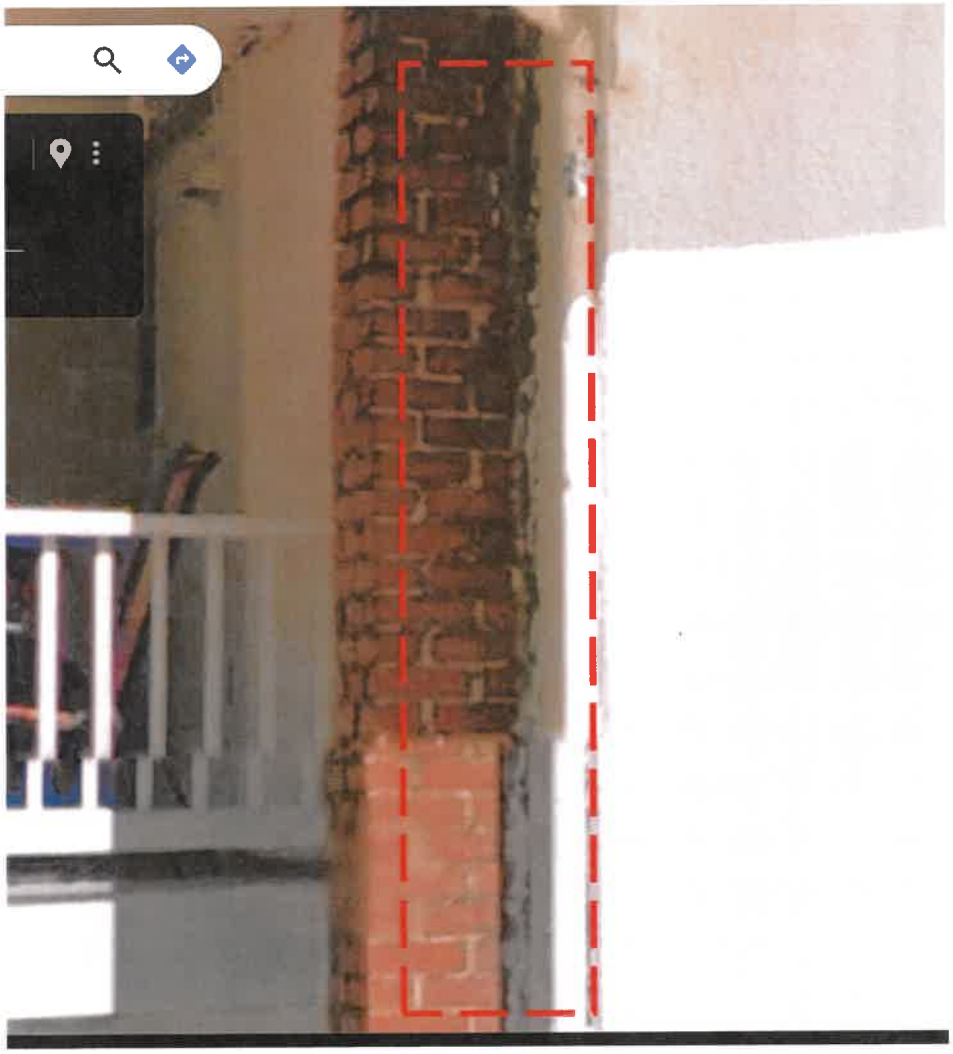
Picture 4

From Google Street View 20214
Shows Chimney bowing and also the same area with detachment from structure.



Picture 5

From Google Street View 20214
Shows Chimney bowing and also the same area with detachment from structure.



Picture 6


Search Google Maps
400 E Liberty St
Charles Town, West Virginia
Google Street View
Jul 2014
See latest date

MW/ARCHITECTS
RESIDENTIAL | COMMERCIAL | FORENSIC

MEMO

November 14, 2024

To: Richard Shelton
Jenkins Restorations
3750 Centerview Drive
Chantilly, VA 20151

Regarding: 400 E. Liberty Street Charlestown, WV

Richard,

Per your request, we reviewed the existing chimney at 400 E. Liberty Street Charlestown, WV during our two site visits on 5/3/23 & 6/29/23. We observed that the existing chimney was in ill repair, and therefore we recommended that the chimney be demolished due to ill repair during the later site visit on 6/29/23. We observed various cracks and mortar degradation causing an unsafe condition for potential fire hazard and or a potential collapse.

Should you have any further questions or concerns please do not hesitate to contact us.

Thank you,

Michael Wijdoogen, AIA
MW Architects llc
michaelw@mwarchitects.com
703.819.9461

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

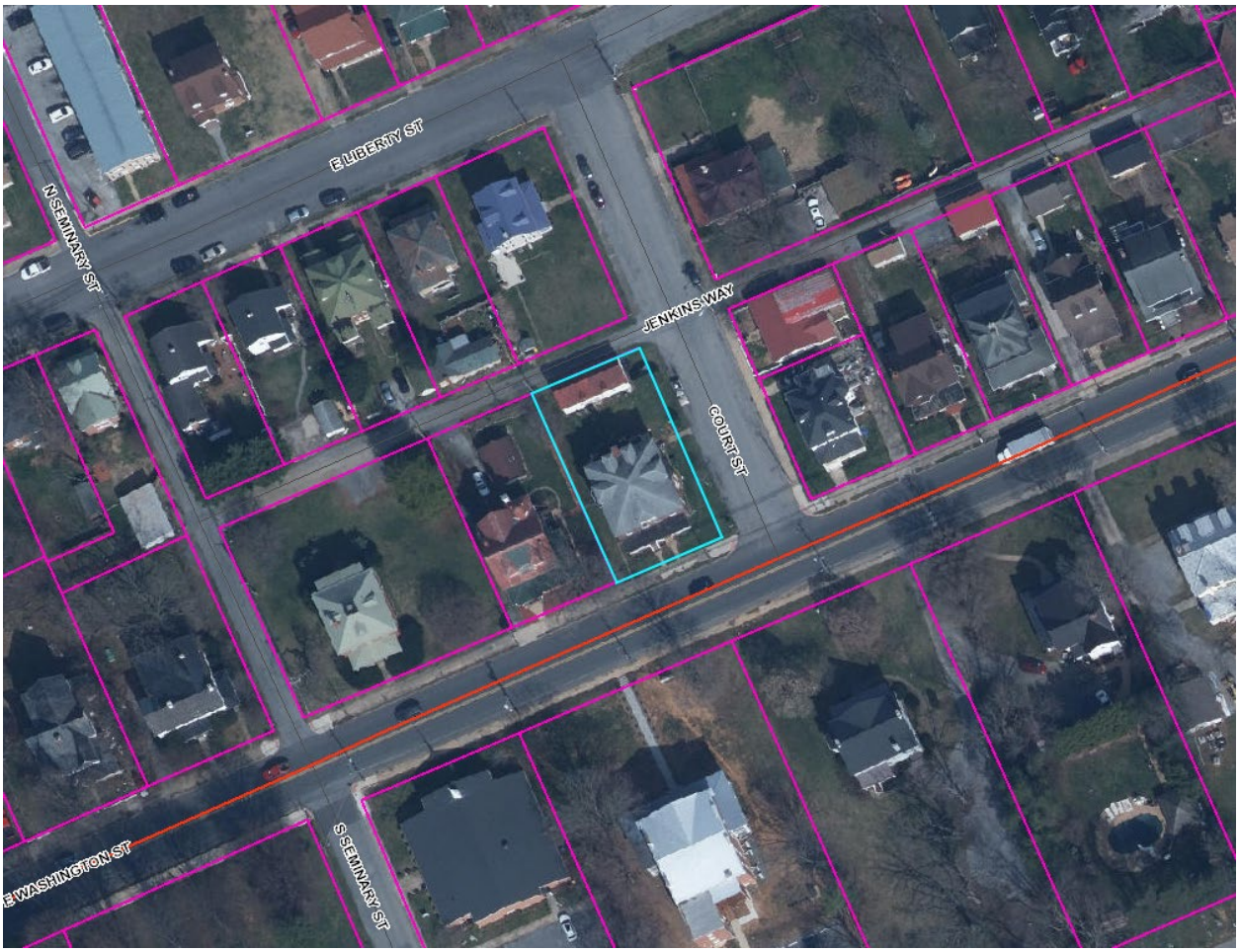
Public Hearing: COA2024-25: 524/526 E. Washington St - Window Replacements

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. Spec Sheet.pdf
- 4. Window Design.pdf

Certificate of Appropriateness
COA 2024-25

Date: For the January 13, 2025 Historic Landmarks Commission meeting
Applicant: Christopher Mao
Property Owner: Maple Hill Homes LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator
Proposal: Certificate of Appropriateness
Property Location: 524/526 E. Washington St.
Current Zoning: Old Town Residential (OT-R)



HISTORIC SURVEY BUILDING INFORMATION: Downtown Historic District
Foursquare, c. 1910. Brick duplex, window, door, door, window facade. **Contributing**

PROPOSAL
Window replacement.

ORDINANCE REQUIREMENTS
None.

NARRATIVE

The applicant proposes to take out the existing windows and replace them with vinyl windows with a wood frame and PVC brick molding. Applicant proposes to construct an L-shaped aluminum frame to conceal any unfinished or exposed wood between the new windows and the original brick.

STRUCTURE VIEWS

From Google Streeview. Date: September/October 2024



Front view from E. Washington St.

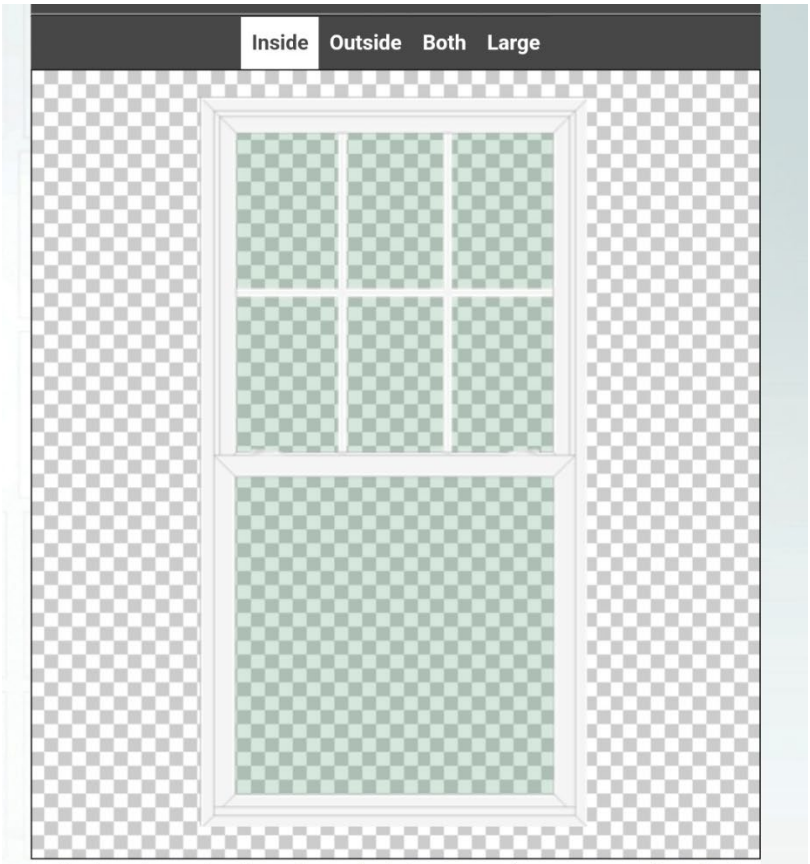


Front and side view from E. Washington St.

Side view from Court St.



PROPOSED DESIGN



Due to variances in color and manufacturing process, image may vary from final product.
Refer to color samples when making color selection.
For naming such as "Left" and "Right" the product is viewed **Outside Looking In**.

Product Features

Summary | Pricing | Sizing | Energy | Stats

Energy Performance

U-Factor (U.S/I-P):	0.23
Solar Heat Gain Coefficient (SHGC):	0.20
Visible Transmittance:	0.45
Condensation Resistance:	48.00
Air Infiltration:	0.05 cfm/ft²
Description 1:	601 - Double Hung
Description 2:	ComforTech DLA-UV-HC
Description 3:	Double Glaze - Low-E with Hard Coat w/Argon
ENERGY STAR:	North-Central / South-Central / Southern Regions
CPD:	PRD-N-101-01636-00001

ARCHITECTURAL DESCRIPTION

American Foursquare (1900-1920s)

Like the bungalow, the American Foursquare is a form rather than a style. Most Foursquare houses reflect the Colonial Revival style, often with Craftsman influence. American Foursquares were both practical and extremely popular.



Characteristic features include:

- Boxy form
- Hipped roof, often with flared eaves
- Dormers, typically one on each side
- Front porches, usually the full width of the house
- Deep overhangs
- Simple details such as square porch columns
- Six-over-one double hung windows are common
- Shingle or clapboard exterior
- Two full stories

HLC REGULATIONS

From pages 30-31 of the Design Review Standards:

"*Replacement of windows which are visible from the primary street and side street, way or alley for corner lots, if different in appearance and material from the original windows, will require a COA.*"

"*…replacement shall be in kind, replicating materials and pane configuration.*"

The existing design of the windows is a 6/1 double hung configuration. A wooden frame will be put int place for each window.

RECOMMENDATION

Approval subject to conditions:

-The replacement windows shall be of 6/1 double hung design. The applicant proposes to replace these windows with vinyl windows of the same design.

COA Application No._____

CERTIFICATE OF APPROPRIATENESS APPLICATION

ZONING ORDINANCE SECTION 1322.13, HISTORIC OVERLAY DISTRICT
AND
ARTICLE 141 OF THE CHARLES TOWN CODIFIED ORDINANCE
AND
DESIGN REVIEW STANDARDS

All proposed activity must be approved by the Historic Landmarks Commission (HLC) via issuance of a Certificate of Appropriateness (COA).

Many of the activities for which a COA is required also requires building permit, which is a separate process from obtaining a COA.

If applying for the Façade Improvement Program, the "Addendum – Façade Improvement Program" will be required in addition to this application.

1. DATE 12/09, 20 24

2. APPLICANT'S NAME* Christopher Mao c/o Maple Hill Homes LLC

   Address: 1207 S. George St., Charles Town, WV 25414

   Telephone Number: (571) 420-0488 Fax Number (___)

   Email Address: chrisjmao@gmail.com

   Relationship to Owner: ___Lessee ___Contractor ___Architect ___Consultant ____Other: (explain)_____

3. PROPERTY OWNER'S NAME Maple Hill Homes LLC

   Address: 1207 S. George St., Charles Town, WV 25414

   Telephone Number: (571) 420-0488 Fax Number (___)

   Email Address: chrisjmao@gmail.com

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

4. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (List all parcels that apply)

Property Address: 524 & 526 E. Washington St. Charles Town, WV 25414

Tax Map # and Parcel(s): Map 2, Parcel: 247

Deed Book and Page #: _____

Zoning District: 03 - Charles Town Corp

5. DESCRIPTION OF FORMER USE(S) OF THE PROPERTY

Residential Rentals

6. DESCRIBE THE CURRENT OR PROPOSED USE OF THE SUBJECT PROPERTY

Residential Rentals

7. TYPE OF WORK:

A. X Exterior alteration or repairs.

B. _____ New Construction: 1)____Primary Structure; 2)____Garage;
3)____New Addition; 4)____Other;

C. _____Demolition: 1)____Whole Structure; 2)____Part of Structure;

D. _____Relocation of Structure

8. EXTERIOR ALTERATION OR REPAIR

A. Check all that apply for which approval of the proposed activity is requested:

____Architectural feature (decorative ornamentation)	____Metal trim	____Iron fences
____Material changes (wood, brick, metal, etc.)	_X_Windows - replacement, removal, elimination or new opening	____New construction
____Roof – Change in shape/profile	____Shutters	____Additions or alterations
____Skylights or dormers	____Door and transoms	____Signs
____Masonry - cleaning, tuckpointing, removal of masonry or other changes to the masonry	____Cut stone steps	____Solar panels
____Removal of historic markings and paintings	____Security Features	____Mothballing
____Wood cornices and concealed box gutters	____Porch or deck	____Demolition
____Wood trim	____Awnings and canopies	

B. List and describe in detail all work to be done for each item checked. Include the following materials when appropriate:

1) Sketches, photographs, specifications, manufacturer's illustrations or other description of proposed changes to the building's exterior. Detailed drawings are required for major changes in architectural features.
2) If material changes are proposed, please provide a description of them. The architect's specifications or brochures may suffice; however, the Commission may request samples of new materials.

C. SIGNS:

1) See page 6 of this application for more information.
2) Signage activities are regulated under Article 1324 (Signs) and Section 1322.13 (Historic Overlay District) of the City of Charles Town's Zoning Ordinance and by extension the Design Review Standards. **All permitted sign sizes, location of placement and additional sign standards are regulated by Article 1324 and shall meet those standards.** The HLC role is to review the sign for appropriateness within the Historic Overlay District.

D. NEW CONSTRUCTION: Describe the nature of the proposed project. Include the following materials when appropriate:

1) Site plan with measured distances.
2) Elevation drawings of each façade and specifications which clearly show the exterior appearance of the project.
3) Samples or other description of materials to be used.
4) Drawings or other description of site improvements such as fences, sidewalks, lighting, pavement, decks, etc.

E. DEMOLITION OF STRUCTURE

1) Describe the structure's condition and reason for demolition.
2) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
3) Describe the proposed reuse of the site, including drawings of any proposed new structure or landscaping.

F. RELOCATION OF STRUCTURE

1) Explain what will be moved, why, and proposed changes.
2) If a building will be moved into a district from outside, include photographs.
3) Include a site plan of the proposed location in the district and describe any site features which will be altered or may be disturbed, including foundations, walls, vegetation, etc.

G. MOTHBALLING OF STRUCTURE

1) Describe how the structure will be secured from unwanted entry.
2) Describe measures to be taken to keep the weather and pest out.
3) If the property owner will not be in the state of West Virginia, designate a local contact.
4) If any door(s) or window(s) are to be boarded up, they must be painted to look like a door or window or decals that look like door and window must be adhered to the boards on the window or door.
5) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
6) Describe how the property will be maintained so as to not become a code violation, such yard maintenance.

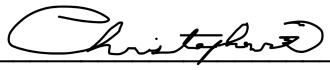
DESCRIPTION OF THE PROPOSED ACTIVITY:

We are proposing to install vinyl windows with a wood frame and PVC brick molding to match the original look and design. Additionally, we plan to construct a small L-shaped aluminum frame to conceal any unfinished or exposed wood between the new windows and the original brick molding.

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have read the relevant provisions of the Charles Town Design Review Standards pertaining to this application, Section 1322.13, of the Zoning Ordinance and for a sign request, Article 1324 of the Zoning Ordinance.

Signature of Applicant

 Date 12/09/24

Signature of Property Owner(s) (If different than Applicant)

_____ Date _____

Please submit an original completed petition to the following:

Zoning Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Signs – Additional Information

ESTIMATED COST OF SIGN(S) (Excluding Labor & Installation):

_____

SIGN CONTRACTOR:

_____

Contractor License #: WV & City of Charles Town:

_____

TYPE OF SIGN

Type of Sign	Check One	Type of Sign	Check One
Free Standing		Suspended	
Building Mounted		Awning	
Window Lettering		Other (List)	

Where on the property or building will the sign(s) be located?

_____

SIGN MATERIAL:

_____

SIGN DIMENSIONS:

Height	Width	Depth

WILL SIGN(S) BE LIGHTED? If yes, list the type of lighting to be used:

_____

PLEASE PROVIDE PROOF OF INSURANCE (In case of sign damage) Insurance Company:

_____

PROVIDE AN ILLUSTRATION OR PHOTOGRAPH OF THE PROPOSED SIGN(S)

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Zoning District: _____

Fee: $_____ Paid: $_____ Check No._____

Receipt No._____

Zoning Administrator Approval:_____ Date:_____

Historic Landmarks Commission Approval:_____Date:_____

Comments:_____

_____

_____

_____

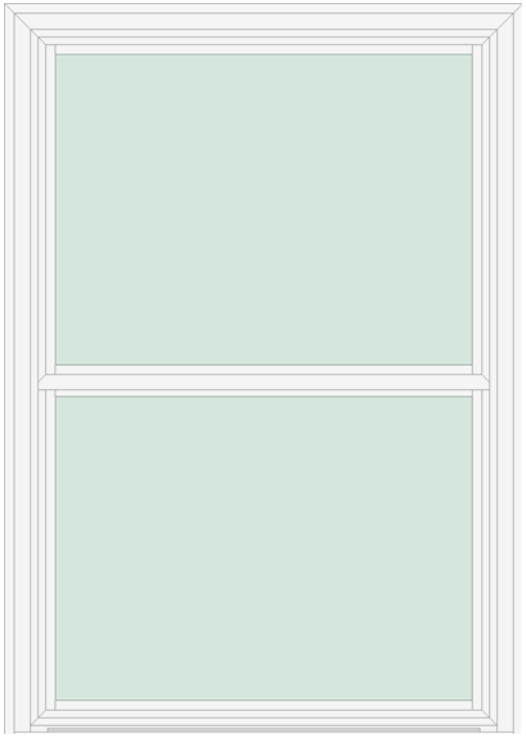
_____

_____

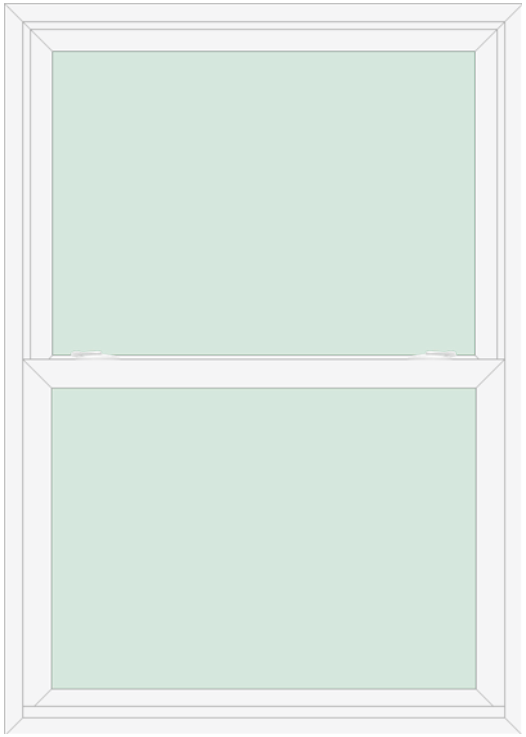
YOUR PROFESSIONAL-CLASS PRODUCT

301-681-8186
7232 Mainstream Way
, 21044

Endure EN600 Series 601 - Double Hung



OUTSIDE VIEW



INSIDE VIEW

QUOTE INFORMATION

Job: Mao-Chris
Order #12205594-1
Qty: 1

DETAILS

Endure Window - EN600 Series
601 - Double Hung
White
Exact Size: 34" x 48"
Compound Tension Balance System
Snap-In Frame Sash Stops
Double Profile DA Locks
White Vent Locks
White Hardware
INNERGY Thermal Sash Reinforcement
Extruded Bottom Screen (White) with BetterVue Screen Mesh
Graphite Foam Insulation
Head Expander and Sill Extender
ComforTech DLA-HC
Double Strength Glass
3/4" IG Thickness

Sell Price: $430.87
Tax - 6.0%: $25.85
Labor / Installation: $165.00
Total: $621.72

INFORMATION AND WARNINGS

Hard Coat Low-E is on glass surface #4 and requires care when cleaning. See the linked knowledge base article for more information and cleaning instructions.

SIZING

Opening Width Range:	34 1/4" to 34 1/2"
Opening Height Range:	48 1/4" to 49 1/4"
Window Size:	34" x 48"
United Inches:	82
Egress Size:	29" x 17 27/32"
Egress Square Foot:	3.5996
Egress Meets Criteria:	No
Top Sash Size:	30" x 22 9/16"
Top Glass Size:	28 3/16" x 20 13/16" x 3/4"
Top Glass Viewable Size:	27 3/16" x 19 13/16"
Bottom Sash Size:	31" x 23 9/16"
Bottom Glass Size:	28 3/16" x 20 13/16" x 3/4"
Bottom Glass Viewable Size:	27 3/16" x 19 13/16"
Bottom Screen:	30 1/2" x 24"

Structural

Product: Vinyl Double Hung
Cert #: 462-H-001.01
Class: LC-PG50
Max Test Size: 44" x 75"
Test Std: AAMA/WDMA/CSA 101/1.S.2/A440-11

WINDOW & DOOR MANUFACTURERS ASSOCIATION
WDMA
Hallmark Certification

ENERGY

ENERGY PERFORMANCE RATINGS

U-Factor (U.S/I-P)	Solar Heat Gain Coefficient
0.24	0.27

ADDITIONAL PERFORMANCE RATINGS

Visible Transmittance	Condensation Resistance
0.48	47.00

Air Infiltration (cfm/ft2)
<= 0.05

ENERGY STAR
North-Central Region

STC: 27; OITC: 24; Acoustic Test Report: f2964.01-113-11

DUE TO THE SUPPLY CHAINS & MATERIAL SHORTAGE ISSUES, THERE WILL BE EXTENDED LEADTIME. The Installation labor cost of the product(s) listed above, sales tax, and job-related debris removal are included in prices. Rotted wood replacement and other additional work will cost extra. Please review this proposal carefully, and confirm that all details are correct by signing below. We are responsible for the measurements and job-related debris removal. Since these products will be custom-made to your specifications, they a

MAINTENANCE & CARE FOR YOUR VINYL WINDOW OR PATIO DOOR

KEY POINTS TO REMEMBER

1. Small scratches and nicks in the vinyl can occur. These small imperfections can be buffed out with a fine buffing compound suitable for vinyl surfaces.
2. Water can enter into the sill area of several different styles of windows. These windows are designed to capture this water before it enters your home and drain it to the outside. The presence of water in the sill of the window does not indicate a problem unless it has overflowed the window sill and into your interior sill or wall. If this has happened, check to make sure there is no debris in the window sill preventing water to drain through the drainage holes.
3. Condensation is often a result of high humidity in the home. If you have found condensation on your window or patio door, you must take steps to reduce the humidity level in your home by either adding a dehumidifier or using a kitchen exhaust fan to remove water vapors from cooking.

CARE AND MAINTENANCE

Maintenance of your window or patio door is important to keep it operating at its full potential. Here are some important steps to take throughout the year to keep your windows and doors looking beautiful.

1. Keep sill track clean of dirt and debris so water can flow freely to outside.
2. Keep all weep holes free of obstructions so water can flow freely to outside.
3. Inspect exterior caulking regularly and replace when necessary.
4. Clean and check operation of hardware and weather-stripping regularly and repair if necessary.
5. Keep weatherstrip clean of dirt and grit for proper seal. Wash with mild soap and water, rinse with water and wipe dry. Apply a light coat of wax (Lemon Pledge®) and wipe off excess.
6. Determine the source of any moisture that you see around your windows or doors and stop its entry and accumulation.
7. Immediately dry out any areas around your windows or doors that you observe are wet (immediate action is necessary to mitigate any damage to your home). The use of a dehumidifier, fan, or any warm air source will help dry out affected area.
8. Maintain relative humidity at moderate levels.

Vinyl Finish:

1. To clean, wash with mild soap and water. Heavy dirt and stains may require stronger cleaning compounds such as a vinyl siding cleaner. The surface can be wiped down with solvents such as turpentine, naphtha, nail polish remover (acetone) and alcohol. CAUTION: as some cleaners may mar or scratch vinyl.
2. Abrasive cleaners will scratch the surface and are not recommended.

Hardware:

1. Much like sterling silver even the finest brass will react naturally to the elements surrounding it. To maintain, polish with a nonabrasive automotive or furniture wax. By keeping your hardware cleaned and maintained you will be rewarded with a long-lasting finish.
2. Tighten screws when necessary.
3. Lightly oil as needed. Wipe off excess.

CAUTION: DO NOT USE paint thinners, lacquer thinner, gasoline, kerosene or any other harsh chemical to clean surfaces or hardware.

ProVia
THE PROFESSIONAL WAY

DOORS | WINDOWS
SIDING | STONE | ROOFING
provia.com

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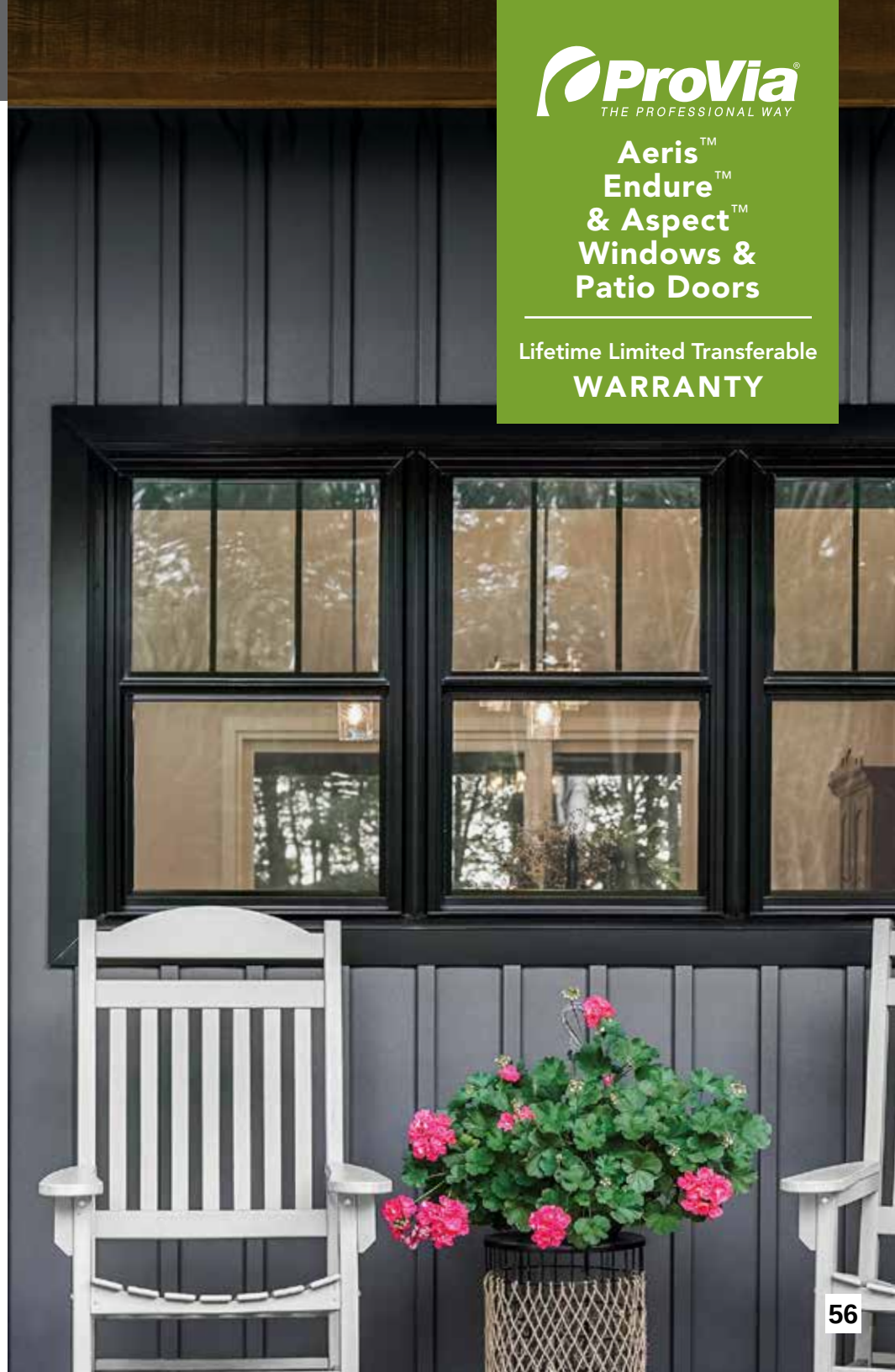
S-MK-03055-24 | 12/23



ProVia
THE PROFESSIONAL WAY

Aeris™ Endure™ & Aspect™ Windows & Patio Doors

Lifetime Limited Transferable
WARRANTY

PLEASE REMEMBER TO REGISTER YOUR WARRANTY

For all warranty-related matters, including registering and transferring an existing warranty, scan this QR Code or visit www.provia.com/warranty.

ProVia LLC, hereinafter "ProVia", warrants to the original consumer purchaser, that under normal use this product will be free from defects in material and workmanship for as long as the purchaser owns and lives in the single family residence, hereinafter "Home", in which the product was installed. The details of the warranty are as follows:

BASIC WINDOW OR PATIO DOOR UNIT - LIFETIME TRANSFERABLE

The rigid vinyl and factory-applied wood components of the window or patio door (not including factory installed jamb extensions), are warranted against chipping, cracking, peeling, pitting, blistering, warping or delamination for as long as you own and live in the Home in which the product was originally installed.

This warranty is transferable to one subsequent purchaser.

PAINT/STAIN FINISH - 15 YEAR / 10 YEAR

ProVia further warrants the factory-applied paint on vinyl window components against cracking, pitting, peeling, blistering or suffering from non-uniform fading discoloration (non-uniform fading discoloration resulting from unequal exposure of surfaces to the sun and elements is not covered by this warranty) and defects in material and workmanship for a period of fifteen (15) years from date of installation.

ProVia further warrants the factory-applied paint or stain finish on interior wood components against flaking, checking, blistering or peeling and defects in material and workmanship for a period of ten (10) years from date of installation. Damage to the paint or stain finish caused by condensation and normal wear are not covered.

HARDWARE - LIFETIME

ProVia further warrants the moving parts, such as balances on double-hung windows and locking mechanisms in all units, for as long as the original purchaser owns and lives in the Home in which the product was originally installed, if those parts are not free from defects in material and workmanship under conditions of normal use and wear.

PATIO DOOR HANDLES LIFETIME / 1 YEAR

ProVia further warrants all patio door handles with a Bright Brass, Satin Nickel or Aged Bronze finish against tarnishing for as long as you own and live in the Home in which the product was installed.

Patio door handles with a painted finish, Flat Bronze, Modern Bronze or Antique Brass finish are warranted against flaking, checking, blistering or peeling for a period of (1) year from date of installation.

INSULATED GLASS UTILIZING SUPER SPACER® - LIFETIME

ProVia further warrants the insulated glass units utilizing Super Spacer in its vinyl windows or patio doors against defects resulting in material obstruction of vision as the result of film formation between the interior glass surfaces caused by failure of the air-tight seal, for as long as the original purchaser owns and lives in the Home in which the product was originally installed. Small spots, marks, lint, and scratches not exceeding applicable glass manufacturing specifications imposed by Federal Specification 1036-90 will not constitute defects under this warranty.

INTERNAL BLINDS - 10 YEAR

Internal blind units are warranted against seal failure and defects in material and workmanship for a period of ten (10) years from date of installation.

GLASS BREAKAGE - LIFETIME

ProVia further warrants the insulated glass units utilizing Super Spacer in its vinyl windows or patio doors against breakage as follows: (1) If the glass in a properly registered and warranty covered unit breaks as the result of a manufacturing defect; (2) In the event of an accident in the Home that is not covered by insurance or is of an amount that is within the insurance policy deductible, ProVia will replace the glass free of charge, for as long as the original purchaser owns and lives in the Home in which it was originally installed.

Glass breakage is not covered for insulated glass units with internal blinds or insulated glass units in Garden Windows.

SCREENS - LIFETIME

Further, ProVia will replace under normal conditions of use, for as long as the original purchaser owns and lives in the Home in which the product was originally installed; for manufacturing defects, if the fiberglass, aluminum or stainless steel screening is not free from rotting, staining, or rusting. No warranty herein covers torn screen mesh caused by abnormal use, negligence, or other means not controlled by ProVia.

FLEXSCREENS - LIFETIME

Further, ProVia will replace under normal conditions of use, for as long as the original purchaser owns and lives in the Home in which the product was originally installed; for manufacturing defects, if the fiberglass screening is not free from rotting, staining, or rusting. No warranty herein covers torn screen mesh caused by abnormal use, negligence, or other means not controlled by ProVia.

BAY, BOW & GARDEN WINDOWS - 10 YEAR

Bay and Bow windows (frames and roof kits) and Garden Windows (frames, sashes, hardware and insulated glass units) are warranted against defects in material and workmanship for a period of ten (10) years from date of installation. Garden windows are not available in the Aeris series.

TRANSFERABLE WARRANTY

The Warranty on the basic window or patio door unit is transferable by the original purchaser to one subsequent purchaser for purchaser's personal residence provided the warranty transfer is completed within thirty (30) days after the date of transfer of ownership. Warranty transfers must be completed online at www.provia.com/warranty.

NON-RESIDENTIAL & MULTI-FAMILY APPLICATIONS

Where the structure in which the product is installed is not a single family residence occupied by the purchaser, or is owned by a public or private corporation for profit or non-profit, an unincorporated association or other business entity of any type recognized by law, a church, a school, a governmental or public authority, the time periods stated in this warranty shall be limited as follows: Basic Window or Patio Door Unit – 5 Year (non-transferable); Hardware - 1 Year; Insulated Glass – 10 Year (glass breakage not included); Internal Blinds – 5 Year; Screens – 5 Year; and Finishes – 1 Year.

COASTAL APPLICATIONS

For products that are installed in a Coastal region the time periods stated in this warranty shall be limited as follows: Non stainless steel hardware mechanisms in Casement Window & Patio Door units - 5 year mechanical warranty; Aged Bronze, Bright Brass or Satin Nickel Patio Door Handles – 10 Year Finish.

Definition of Coastal Regions: For information and maps of Coastal regions please go to www.provia.com/coastalwarranty.

WARRANTY CONDITIONS

No warranty herein covers natural weathering or fading of surfaces, torn screening, non-factory applied finishes (e.g. customer applied tints, films or paint finishes), damages resulting from customer applied tints, films or paint finishes, damages resulting from improper installation, abuse, negligence, abnormal or unreasonable use (including failure to provide reasonable and necessary maintenance), damage resulting from fire or lightning, windstorms, earthquakes, wind-borne objects, strain applied to the unit by movement of the building, inadequate provision for expansion or contraction of framing members, installation in ships or vehicles, installation outside the Continental United States, seal failure, if the seal has been subject to immersion in water, acts of God, or other causes beyond the control of ProVia except as expressly warranted, whether similar or dissimilar to the foregoing.

Condensation on units may occur as the natural result of humidity within the house or building area. This natural result may come from changes in interior or exterior temperatures and does not indicate a defect in the unit. This warranty does not cover condensation, nor frost or freezing from condensation on the unit.

On some installations, caulking is used to seal the frames or trim packages against water or air penetration. Caulking is not considered a part of the window or door, and therefore, is not covered under this Warranty. Caulking is normally considered a maintenance responsibility of the purchaser.

The procedure for obtaining performance of the obligations of this warranty is as follows: if you believe your unit to be defective, contact the contractor for inspection. If the contractor determines the unit or parts thereof to be defective, the manufacturer at its exclusive option will repair, provide a new product or part of a product after having determined that it does not conform to the limited warranties contained herein. The manufacturer reserves the right to discontinue or make changes in any of its products. If the products covered by this warranty are not available, the manufacturer shall have the right to substitute a product that is of equal quality or value. The manufacturer will ship the replacement product or part to the nearest authorized dealer and the purchaser must pay for any and all labor necessary to install such product or part and for the transportation from the nearest authorized dealer to his/her residence.

Any claim must be accompanied by a copy of the Warranty certificate and a copy of the contract evidencing purchase of the ProVia products.

PROVIA SHALL NOT BE LIABLE TO PURCHASER FOR CONSEQUENTIAL DAMAGES, SUCH AS, BUT NOT LIMITED TO, DAMAGES OR LOSS TO OTHER PROPERTY OR EQUIPMENT, LOSS OF USE, OR CLAIMS OF SERVICE INTERRUPTION, FOR BREACH OF ANY WRITTEN OR IMPLIED WARRANTIES ON ITS PRODUCT.

PURCHASER'S EXCLUSIVE REMEDY SHALL BE THE REPLACEMENT OF DEFECTIVE FINISH, COMPONENTS, OR PARTS, ALL AS PROVIDED HEREIN. IN ANY EVENT, THE LIABILITY OF PROVIA WITH RESPECT TO ANY CONTRACT, OR ANYTHING DONE IN CONNECTION THEREWITH SUCH AS THE PERFORMANCE OR BREACH THEREOF OR FROM THE MANUFACTURE, SALE, DELIVERY, RESALE, INSTALLATION OR TECHNICAL DIRECTION OF INSTALLATION, REPAIR OR USE OF ANY WINDOW, PATIO DOOR, COMPONENT OR PART COVERED BY OR FURNISHED UNDER THIS CONTRACT WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, OR OTHERWISE, SHALL NOT, EXCEPT AS EXPRESSLY PROVIDED HEREIN, EXCEED THE PRICE OF THE WINDOW, PATIO DOOR, PART OR COMPONENT ON WHICH SUCH LIABILITY IS BASED.

Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to purchaser.

THIS WRITING CONTAINS THE ENTIRE AGREEMENT BETWEEN PROVIA AND PURCHASER. DEALERS, CONTRACTORS, APPLICATORS, OR DISTRIBUTORS OF PROVIA PRODUCTS HAVE NO AUTHORITY TO GIVE WARRANTIES ON PROVIA'S BEHALF, THAT ARE DIFFERENT FROM OR EXCEED THOSE LISTED HEREIN. PURCHASER SHOULD THEREFORE EXAMINE THIS LIMITED WARRANTY CAREFULLY.

ALL WARRANTIES, WHETHER EXPRESSED OR IMPLIED, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE LIMITED TO THE TERMS HEREOF.

Some states do not allow limitations on how long an implied warranty lasts; so the above limitations may not apply to purchaser.

This Lifetime Limited Warranty extends only to the windows and/or patio doors which were originally installed in your Home or other structure as recorded on the warranty registration and shall not be valid or enforceable if you cannot prove that the windows and/or patio doors were so installed. To establish a record of your purchase please register your warranty online at www.provia.com/warranty.

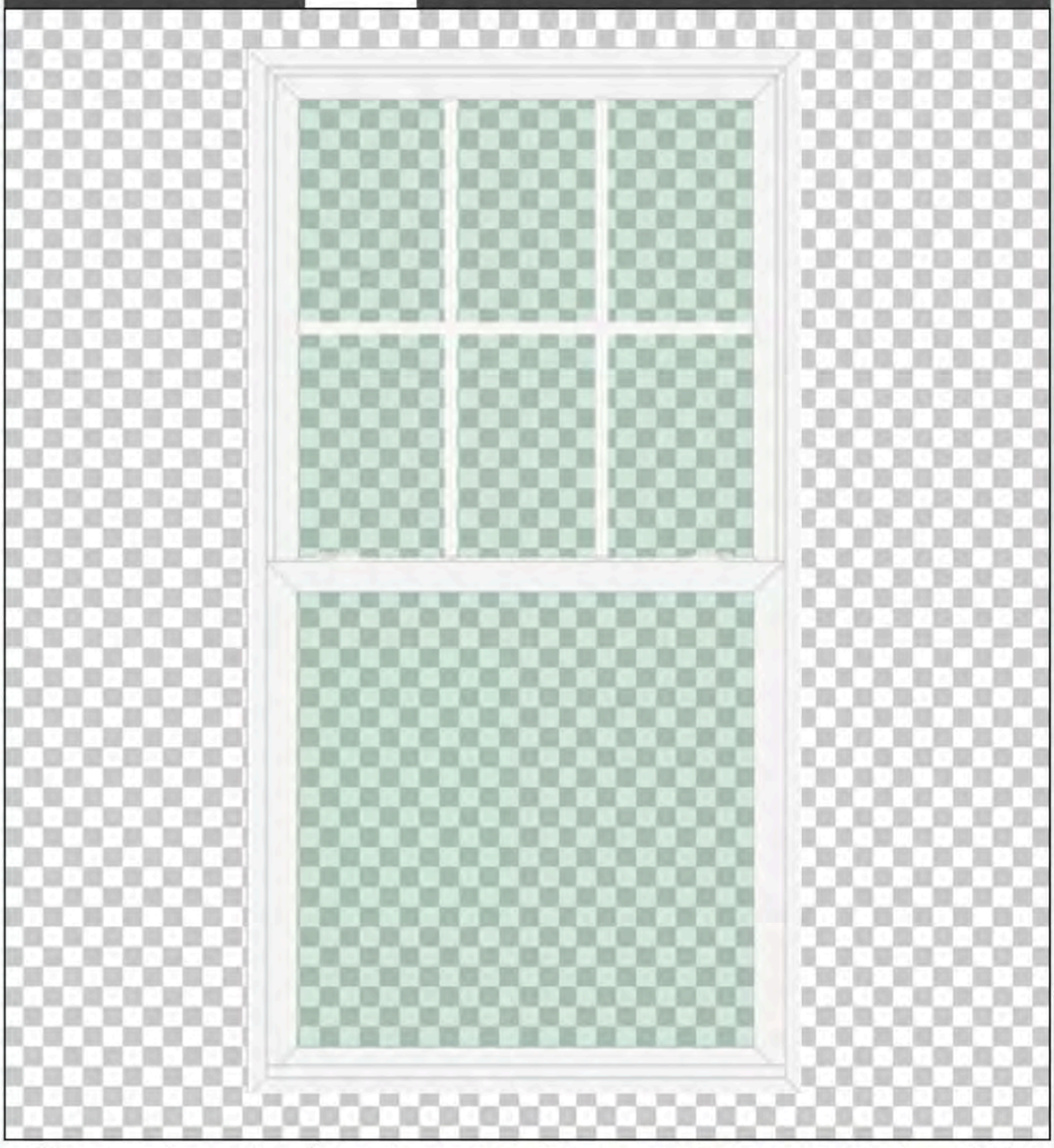
Important Note: Failure to fill out the online warranty registration form will not affect your rights under the warranty if you can show the date of purchase and the location the windows and/or patio doors were installed in a reasonable way. (Your receipt of purchase and the receipt from the contractor who made the installation in your Home showing the address is one such way. Please keep them in a safe place.)

This warranty gives purchaser specific legal rights and he or she may also have other rights which vary from state to state.

12/1/2023 - Ver 1.0

8:34 28%

Inside | Outside | Both | Large



Due to variances in color and manufacturing process, image may vary from final product.

Refer to color samples when making color selection.

For naming such as "Left" and "Right" the product is viewed **Outside Looking In**.

Product Features

Summary | Pricing | Sizing | Energy | Stats

Energy Performance

U-Factor (U.S/I-P):	0.23
Solar Heat Gain Coefficient (SHGC):	0.20
Visible Transmittance:	0.45
Condensation Resistance:	48.00
Air Infiltration:	0.05 cfm/ft²
Description 1:	601 - Double Hung
Description 2:	ComforTech DLA-UV-HC
Description 3:	Double Glaze - Low-E with Hard Coat w/Argon
ENERGY STAR:	North-Central / South-Central / Southern Regions
CPD:	PRD-N-101-01636-00001

Historic Landmarks Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 01/13/25
Department: Historic Landmarks Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

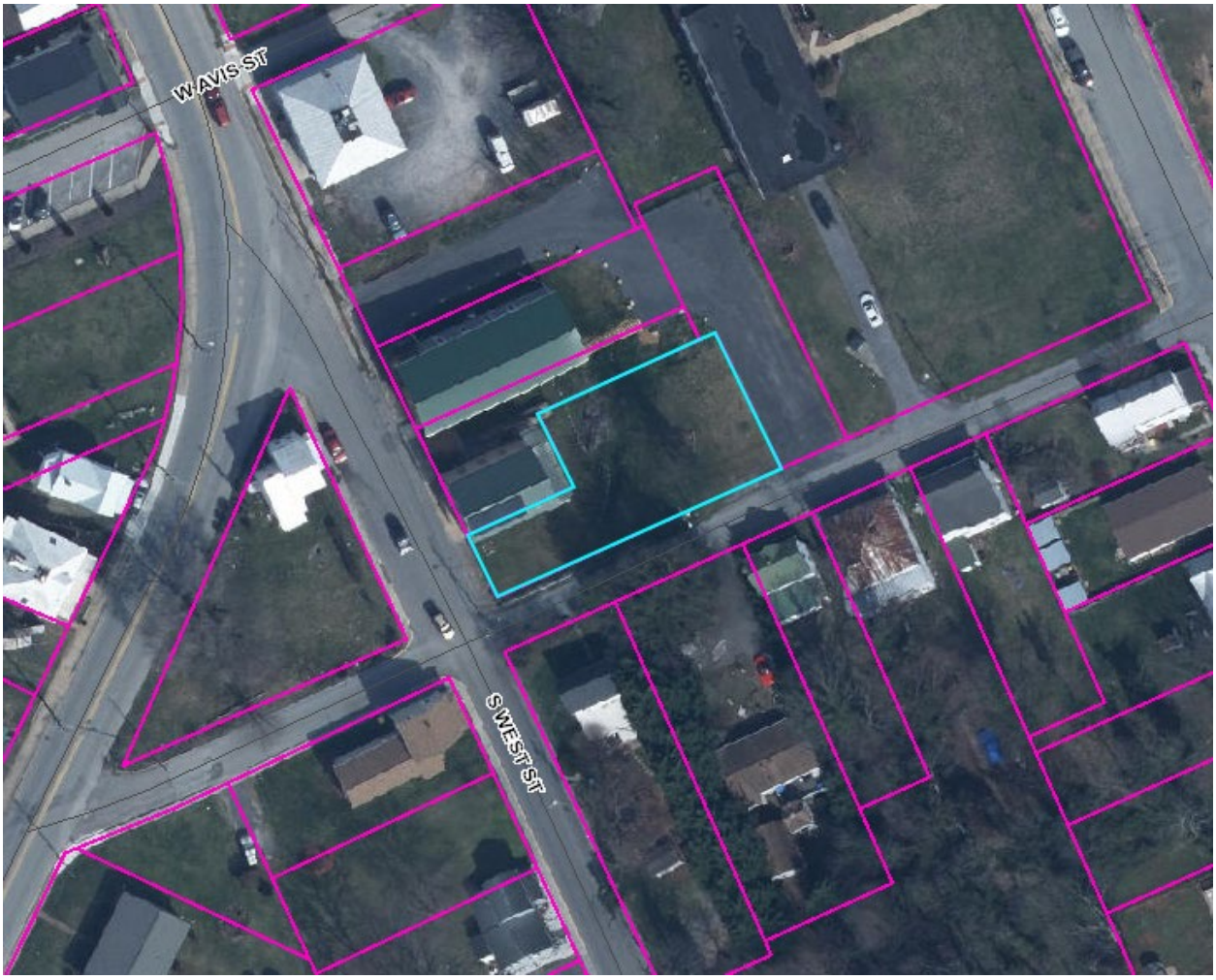
Public Hearing: COA2024-26: 321 S. West St - New Construction

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. CONCEPT PLAN.pdf
- 4. PLAN AND VIEWS (Final).pdf
- 5. Hardi Plank Fishermen Hall.pdf

Certificate of Appropriateness
COA 2024-26

Date: For the January 13, 2025 Historic Landmarks Commission meeting
Applicant: African American Association of Jefferson County
Property Owner: African American Association of Jefferson County
Report by: James Newman, City Planner, Zoning/Subdivision Administrator
Proposal: Certificate of Appropriateness
Property Location: 321 S. West St.
Current Zoning: Old Town Mixed Use Commercial (OT-MUC).



HISTORIC SURVEY BUILDING INFORMATION: Old Charles Town Historic District
Gallilean Fisherman's Hall (David Butler Estate).
This building once housed an African American benevolent society that provided the newly emancipated black community with insurance, assistance, and support. Two story. Stucco over very old lapped siding and possibly logs. Wrought iron nails evident in construction. Dry coursed rubble and brick foundation. Standing seam metal roof, Gable front entry with five bays, all replacement. Currently (2000 A.D.) undergoing restoration. Side block entrance, rear deck. Circa 1790/1940. One **contributing** building.

PROPOSAL

1. Construction of a community amphitheater and pavilion on a vacant parcel adjacent to Fisherman's Hall.
2. Replace existing siding on Fisherman's Hall with hardiplank.

STRUCTURE VIEWS

From Google Streetview: Dated September 2024






Google
Image capture: Sep 202

RENOVATION OF 321 S. WEST ST

The applicant proposes to replace the existing wooden siding with 'hardiplank'. 'Hardiplank' is a material which is made from fiber cement siding:

"*The fiber cement siding is made from portland cement mixed with ground sand, cellulose fiber, and other additives*." – Source: https://www.dsexteriors.com/what-is-hardiplank-what-is-hardipanel-what-is-fiber-cement-siding

HLC REGULATIONS

"*The CTHLC is unlikely to approve installation of any simulated materials on the front or side (for corner lots) of the public façade of any structure in any Charles Town Historic Overlay District(s), including stucco, aluminum or vinyl siding, stone, brick veneer, or any other surface material that was unavailable or unlikely to be used at the time of construction. The CTHLC may consider use of simulated materials on cornices and their returns when the work can be demonstrated to duplicate the original details and appearance.*" – *pg. 23 of the Design Review Standards.*

While hard plank was not available for the majority of this structure's existence, it can be molded to resemble wood, while providing increased resistance to fire, warping, ad rot, and termites.

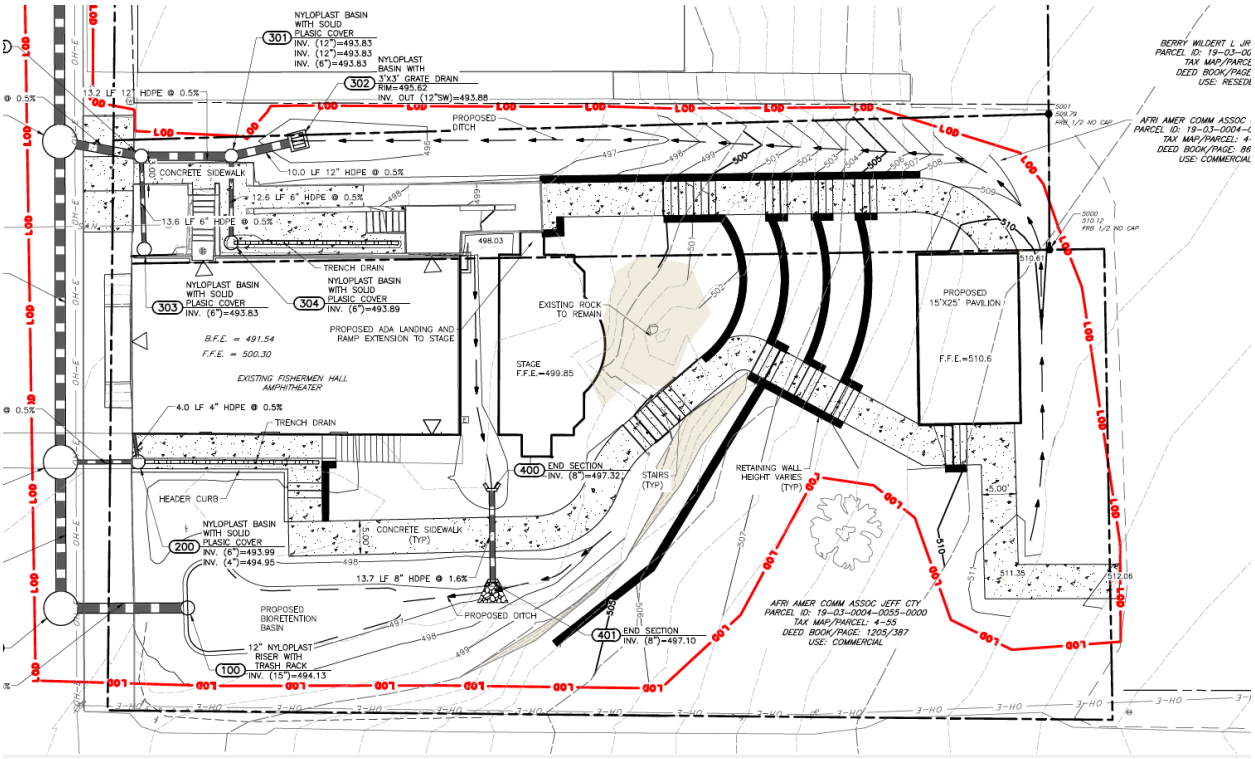
SITE VIEWS


Fishermen Hall Restoration
The Grand United Order of Galilean Fishermen
Galilean Temple
June 6, 1885
Renovation of Fishermen's Hall is being supported in part by a Save America's Treasures grant administered by the National Park Service, Department of the Interior. Funds for Community Development provided by Small Cities Block Grant from the state of West Virginia to the City of Charles Town and it's partner, The African-American Community Association, owners of Fishermen Hall. Other sources of funds have been individuals, Community Organizations and the Governor's Community Participation Grant Program.
2025/01/02 10:30:59

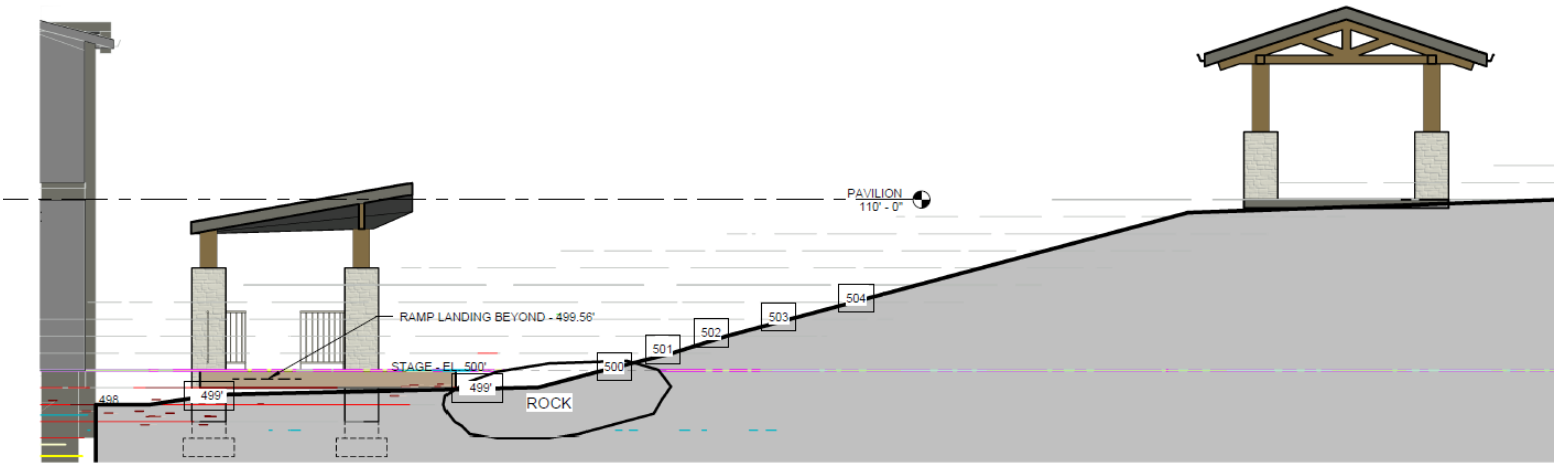

2025/01/02 10:31:40

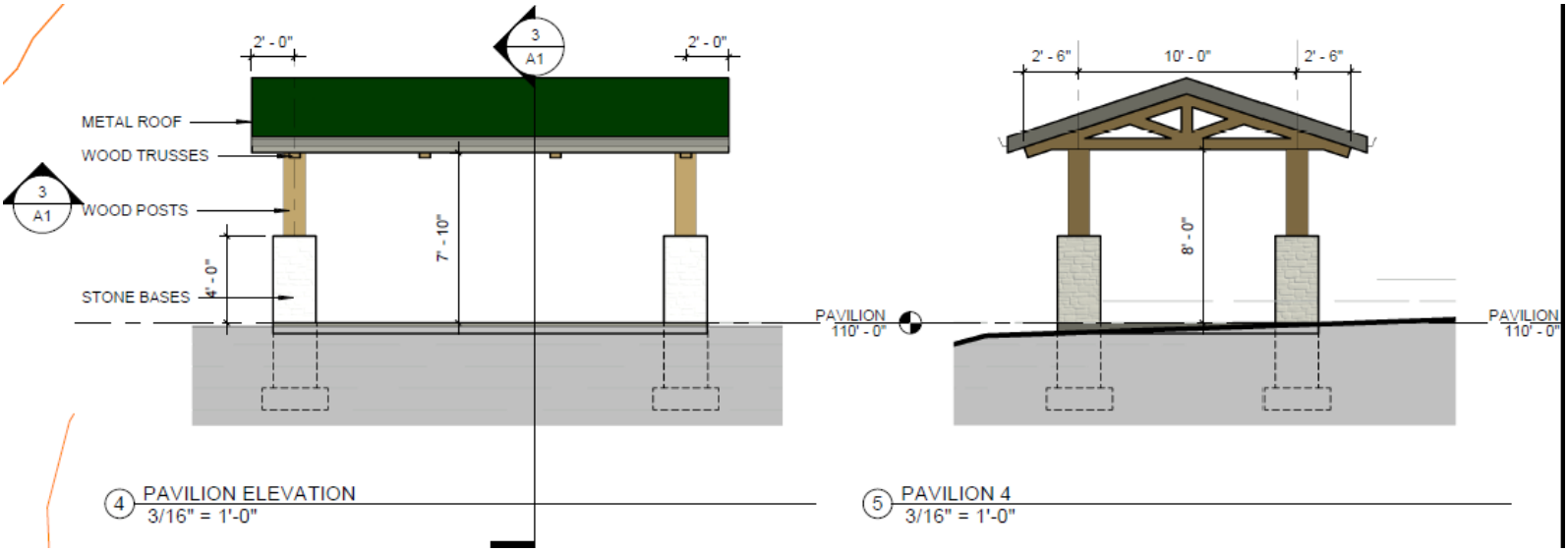
NEW CONSTRUCTION – PROPOSAL

Applicant proposes to construct a stage, pathway, and pavilion.









NEW CONSTRUCTION - NARRATIVE

The applicant proposes to construct a stage, a pathway with retaining walls, and a pavilion.

Stage Dimensions:
Approximately 30 ft in length.
Approximately 16 ft in width
Approximately 11 ft in height

Pavillion Dimensions
25 ft in length
15 feet in width
Approximately 11 ft in height

A five-foot wide sidewalk path would connect the Hall to the Pavilion, with stairs and a retaining wall due to the steepness of the site.

HLC REGULATIONS

From page 37 of the Design Review Standards:

"When considering an outbuilding or appurtenance visible from a public way, keep the following guidelines in mind:

• Style, scale, color, materials and textures should be compatible with those of the building.
• Avoid appurtenances that clash with the architectural period of the building and the streetscape.
• Appurtenances should not draw attention away from the historic building. Statuary and fountains should be discreet and compatible with the architectural style of the property.
• It is advised to not mimic an architectural style not found in the Historical District.
• Requests for new metal garden sheds are not compatible with the historic character of the district and are not permitted."

ORDINANCE

The setback requirements are met;; proposed location is not adjacent to a residential zoning district, so no side yard setbacks are applicable. There is no rear yard setback requirement. The height limit in this district is 55 feet.

RECOMMENDATION

Siding: Approval

Stage and pavilion:

Applicant should provide additional details:
-Specify stone siding
-Specify if stairs will have safety railings, if so, provide details on design.
-Specify design of the retaining wall
-Specify sidewalk materials (brick, concrete, asphalt?)

The HLC should **table** action on the accessory structure to the next meeting to allow the applicant time to provide more architectural details.

COA Application No._____

CERTIFICATE OF APPROPRIATENESS APPLICATION

ZONING ORDINANCE SECTION 1322.13, HISTORIC OVERLAY DISTRICT
AND
ARTICLE 141 OF THE CHARLES TOWN CODIFIED ORDINANCE
AND
DESIGN REVIEW STANDARDS

All proposed activity must be approved by the Historic Landmarks Commission (HLC) via issuance of a Certificate of Appropriateness (COA).

Many of the activities for which a COA is required also requires building permit, which is a separate process from obtaining a COA.

If applying for the Façade Improvement Program, the "Addendum – Façade Improvement Program" will be required in addition to this application.

1. DATE **25 Nov 2024**, 20_____

2. APPLICANT'S NAME* **African American Community Association of Jefferson County**

Address: **321 S. West Street Charles Town, wV 25413**

Telephone Number: ( ) **703-945-8265** Fax Number ( )

Email Address: **jamila.fleet@ics-wv.com**

Relationship to Owner: ___Lessee ___Contractor ___Architect ___Consultant x___Other: (explain) AACAJC - Board of Directors

3. PROPERTY OWNER'S NAME **African American Community Association of Jefferson County**

Address: **321 S. West Street Charles Town, wV 25413**

Telephone Number: ( ) **703-945-8265** Fax Number ( )

Email Address: **jamila.fleet@ics-wv.com**

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

4. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (List all parcels that apply)

Property Address: **321 S. West Street Charles Town, WV 25413**

Tax Map # and Parcel(s): _____

Deed Book and Page #: _____

Zoning District: _____

5. DESCRIPTION OF FORMER USE(S) OF THE PROPERTY

Community Center used for multiple purposes to include community meetings, feeding the unhoused

Zumba, and after school tutoring.

6. DESCRIBE THE CURRENT OR PROPOSED USE OF THE SUBJECT PROPERTY

Proposed new site of a community amphitheater to provide arts and culture to the community writ large.

7. TYPE OF WORK:

A. _____ Exterior alteration or repairs.

B. **X** New Construction: 1)____Primary Structure; 2)____Garage;
3)____New Addition; 4)____Other;

C. _____Demolition: 1)**X**Whole Structure; 2)____Part of Structure;

D. _____Relocation of Structure

8. EXTERIOR ALTERATION OR REPAIR

A. Check all that apply for which approval of the proposed activity is requested:

____Architectural feature (decorative ornamentation)	____Metal trim	____Iron fences
X ____Material changes (wood, brick, metal, etc.)	____Windows - replacement, removal, elimination or new opening	_**x**__New construction
____Roof – Change in shape/profile	____Shutters	____Additions or alterations
____Skylights or dormers	____Door and transoms	____Signs
____Masonry - cleaning, tuckpointing, removal of masonry or other changes to the masonry	____Cut stone steps	____Solar panels
____Removal of historic markings and paintings	____Security Features	____Mothballing
____Wood cornices and concealed box gutters	____Porch or deck	____Demolition
____Wood trim	____Awnings and canopies	

B. List and describe in detail all work to be done for each item checked. Include the following materials when appropriate:

1) Sketches, photographs, specifications, manufacturer's illustrations or other description of proposed changes to the building's exterior. Detailed drawings are required for major changes in architectural features.
2) If material changes are proposed, please provide a description of them. The architect's specifications or brochures may suffice; however, the Commission may request samples of new materials.

C. SIGNS:

1) See page 6 of this application for more information.
2) Signage activities are regulated under Article 1324 (Signs) and Section 1322.13 (Historic Overlay District) of the City of Charles Town's Zoning Ordinance and by extension the Design Review Standards. **All permitted sign sizes, location of placement and additional sign standards are regulated by Article 1324 and shall meet those standards.** The HLC role is to review the sign for appropriateness within the Historic Overlay District.

D. NEW CONSTRUCTION: Describe the nature of the proposed project. Include the following materials when appropriate:

1) Site plan with measured distances.
2) Elevation drawings of each façade and specifications which clearly show the exterior appearance of the project.
3) Samples or other description of materials to be used.
4) Drawings or other description of site improvements such as fences, sidewalks, lighting, pavement, decks, etc.

E. DEMOLITION OF STRUCTURE

1) Describe the structure's condition and reason for demolition.
2) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
3) Describe the proposed reuse of the site, including drawings of any proposed new structure or landscaping.

F. RELOCATION OF STRUCTURE

1) Explain what will be moved, why, and proposed changes.
2) If a building will be moved into a district from outside, include photographs.
3) Include a site plan of the proposed location in the district and describe any site features which will be altered or may be disturbed, including foundations, walls, vegetation, etc.

G. MOTHBALLING OF STRUCTURE

1) Describe how the structure will be secured from unwanted entry.
2) Describe measures to be taken to keep the weather and pest out.
3) If the property owner will not be in the state of West Virginia, designate a local contact.
4) If any door(s) or window(s) are to be boarded up, they must be painted to look like a door or window or decals that look like door and window must be adhered to the boards on the window or door.
5) Additional criteria is found in the Design Review Standards, including the need to prove economic hardship.
6) Describe how the property will be maintained so as to not become a code violation, such yard maintenance.

DESCRIPTION OF THE PROPOSED ACTIVITY:

The proposed project is to determine the feasibility, placement and logistics to be used to hold cultural entertainment and educational activities. Engineering drawings and architectural renderings provide elevations and plans. See attached.

Additional request to enhance the exterior include the replacement of the current wood siding. The proposed new siding will be Hardie Plank. The siding is similar in color to the existing colors. Samples will be provided upon presentation.

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have read the relevant provisions of the Charles Town Design Review Standards pertaining to this application, Section 1322.13, of the Zoning Ordinance and for a sign request, Article 1324 of the Zoning Ordinance.

Signature of Applicant

Jamila Jones _____ Date 11 December 2024

Signature of Property Owner(s) (If different than Applicant)

Jamila Jones _____ Date 11 December 2024

Please submit an original completed petition to the following:

Zoning Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Signs – Additional Information

ESTIMATED COST OF SIGN(S) (Excluding Labor & Installation):

_____

SIGN CONTRACTOR:

_____

Contractor License #: WV & City of Charles Town:

_____

TYPE OF SIGN

Type of Sign	Check One	Type of Sign	Check One
Free Standing		Suspended	
Building Mounted		Awning	
Window Lettering		Other (List)	

Where on the property or building will the sign(s) be located?

_____

SIGN MATERIAL:

_____

SIGN DIMENSIONS:

Height	Width	Depth

WILL SIGN(S) BE LIGHTED? If yes, list the type of lighting to be used:

_____

PLEASE PROVIDE PROOF OF INSURANCE (In case of sign damage) Insurance Company:

_____

PROVIDE AN ILLUSTRATION OR PHOTOGRAPH OF THE PROPOSED SIGN(S)

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Zoning District: _____

Fee: $_____ Paid: $_____ Check No._____

Receipt No._____

Zoning Administrator Approval:_____ Date:_____

Historic Landmarks Commission Approval:_____Date:_____

Comments:_____

_____

_____

_____

_____

_____

NORTH

LEGEND

- EXISTING PROPERTY LINE
- 385 EXISTING INDEX (MAJOR) CONTOUR
- 385 EXISTING INTERMEDIATE (MINOR) CONTOUR
- EXISTING FENCE LINE
- EXISTING GUARD RAIL
- EXISTING EDGE OF PAVEMENT
- EXISTING STRUCTURE
- EXISTING TREE
- SAN EXISTING SANITARY SEWER LINE
- OH-E EXISTING OVERHEAD WIRE
- EXISTING BLDG INGRESS/EGRESS
- EXISTING GRAVEL EDGE
- EXISTING MANHOLE
- EXISTING SIGN
- EXISTING UTILITY POLE
- EXISTING ROCK
- LOD PROPOSED LIMITS OF DISTURBANCE
- 1050 PROPOSED INDEX (MAJOR) CONTOUR
- 1048 PROPOSED INTERMEDIATE (MINOR) CONTOUR
- 5.00% PROPOSED SLOPE LABEL
- PROPOSED STORM PIPE
- PROPOSED CONCRETE SIDEWALK

AUGUSTINE AVENUE (COUNTY ROUTE 340/18) (45' R.O.W.)

S WEST STREET (45' R.O.W.)

W ACADEMY STREET (24' R.O.W.)

SMITH SUSAN
PARCEL ID: 19-03-0004-0051-0000
TAX MAP/PARCEL: 4-161
DEED BOOK/PAGE: 161/219
USE: RESIDENTIAL

ROPER MARK E
PARCEL ID: 19-03-0004-0052-0000
TAX MAP/PARCEL: 4-52
DEED BOOK/PAGE: 1278/698
USE: COMMERCIAL

BERRY WILDERT L JR & PAULINE B
PARCEL ID: 19-03-0004-0054-0000
TAX MAP/PARCEL: 4-54
DEED BOOK/PAGE: 380/409
USE: RESEDENTIAL

AFRI AMER COMM ASSOC JEFF CTY
PARCEL ID: 19-03-0004-0053-0000
TAX MAP/PARCEL: 4-53
DEED BOOK/PAGE: 868/63
USE: COMMERCIAL

AFRI AMER COMM ASSOC JEFF CTY
PARCEL ID: 19-03-0004-0055-0000
TAX MAP/PARCEL: 4-55
DEED BOOK/PAGE: 1205/387
USE: COMMERCIAL

BRADFORD FRANK - LIFE
PARCEL ID: 19-03-0004-0056-0000
TAX MAP/PARCEL: 4-56
DEED BOOK/PAGE: 519/59
USE: RESIDENTIAL

DOLEMAN JESSICA L & DANIEL LEON
PARCEL ID: 19-03-0004-0077-0000
TAX MAP/PARCEL: 4-77
DEED BOOK/PAGE: 1031/825
USE: RESIDENTIAL

AR&D INVESTMENTS LLC
PARCEL ID: 19-03-0004-0078-0000
TAX MAP/PARCEL: 4-78
DEED BOOK/PAGE: 1190/456
USE: RESIDENTIAL

MILLER GARY W
PARCEL ID: 19-03-0004-0079-0000
TAX MAP/PARCEL: 4-79
DEED BOOK/PAGE: 664/463
USE: RESIDENTIAL

TOLBERT STEPHEN P
PARCEL ID: 19-03-0004-0080-0000
TAX MAP/PARCEL: 4-80
DEED BOOK/PAGE: 1158/465
USE: RESIDENTIAL

CARR ROBERT & CORNELIA T
PARCEL ID: 19-03-0004-0081-0000
TAX MAP/PARCEL: 4-81
DEED BOOK/PAGE: 346/50
USE: RESIDENTIAL

EXISTING MONEY MAR TRAINING BUILDING

EXISTING FISHERMEN HALL AMPHITHEATER

EXISTING MANHOLE
INV. (15")=493.44 (104)

42.1 LF 15" HDPE @ 0.6%

NYLOPLAST BASIN WITH SOLID PLASIC COVER (300)
RIM=496.51
INV. IN (6"SE)=493.76
INV. OUT (12"W)=493.76
INV. OUT (12"NE)=493.76

12.1 LF 12" HDPE @ 0.5%

MANHOLE (103)
INV. (15")=493.70
INV. (15")=493.70
INV. (12")=493.70

APPROXIMATE LOCATION OF SANITARY LATERAL

46.8 LF 15" HDPE @ 0.5%

11.3 LF 6" HDPE @ 0.5%

MANHOLE (102)
INV. (15")=493.93
INV. (15")=493.93
INV. (6")=493.93

21.4 LF 15" HDPE @ 0.5%

MANHOLE (101)
INV. (15")=494.04
INV. (15")=494.04

18.5 LF 15" HDPE @ 0.5%

NYLOPLAST BASIN WITH SOLID PLASIC COVER (301)
INV. (12")=493.83
INV. (12")=493.83
INV. (6")=493.83

NYLOPLAST BASIN WITH 2'X3' GRATE DRAIN (302)
RIM=495.62
INV. OUT (12"SW)=493.88

13.2 LF 12" HDPE @ 0.5%

PROPOSED DITCH

4.0' CONCRETE SIDEWALK

10.0 LF 12" HDPE @ 0.5%

12.6 LF 6" HDPE @ 0.5%

13.6 LF 6" HDPE @ 0.5%

498.03

TRENCH DRAIN

NYLOPLAST BASIN WITH SOLID PLASIC COVER (303)
INV. (6")=493.83

NYLOPLAST BASIN WITH SOLID PLASIC COVER (304)
INV. (6")=493.89

B.F.E. = 491.54
F.F.E. = 500.30

PROPOSED ADA LANDING AND RAMP EXTENSION TO STAGE

EXISTING ROCK TO REMAIN

STAGE
F.F.E.=499.85

PROPOSED 15'X25' PAVILION

F.F.E.=510.6

4.0 LF 4" HDPE @ 0.5%

TRENCH DRAIN

END SECTION (400)
INV. (8")=497.32

STAIRS (TYP)

RETAINING WALL HEIGHT VARIES (TYP)

HEADER CURB

NYLOPLAST BASIN WITH SOLID PLASIC COVER (200)
INV. (6")=493.99
INV. (4")=494.95

4.0' CONCRETE SIDEWALK (TYP)

13.7 LF 8" HDPE @ 1.6%

PROPOSED BIORETENTION BASIN

PROPOSED DITCH

12" NYLOPLAST RISER WITH TRASH RACK (100)
INV. (15")=494.13

END SECTION (401)
INV. (8")=497.10

5001
509.79
FRB 1/2 NO CAP

5000
510.12
FRB 1/2 NO CAP

510.61

511.35

512.06

-5.00'

REFERENCE

1. EXISTING SITE AND TOPOGRAPHIC DATA SHOWN IS PROVIDED BY CEC INC. AND WAS CONDUCTED BY FIELD SURVEYS OF THE PROPERTY PERFORMED FROM MARCH TO JUNE 2024. THE BASIS OF BEARING FOR THIS SURVEY IS GRID NORTH, STATE PLANE COORDINATE SYSTEM, WV NORTH ZONE, NSRS (2011) AS ESTABLISHED BY GPS OBSERVATION IN MARCH, 2024. EXISTING ON-SITE UTILITY DATA SHOWN IS BASED ON SURFACE MARKINGS PROVIDED BY 811. CONTRACTOR TO FIELD VERIFY LOCATIONS AND DEPTH OF ALL UTILITIES PRIOR TO EXCAVATION ACTIVITIES.
2. PROPERTY BOUNDARY DERIVED FROM FOUND PROPERTY CORNERS DURING FIELDS SURVEYS PERFORMED FROM MARCH TO JUNE 2024 BY CEC INC. ADJACENT PROPERTY LINES ARE BASED ON AVAILABLE GIS DATA.

SCALE IN FEET
0 10 20

DRAFT

REVISION RECORD

NO	DATE	DESCRIPTION

Civil & Environmental Consultants, Inc.
786 Foxcroft Ave.
Martinsburg, WV 25401
Ph: 304.808.7600
www.cecinc.com

AFRICAN AMERICAN COMMUNITY ASSOCIATION OF JEFFERSON COUNTY
FISHERMEN HALL AMPHITHEATER
321 S. WEST STREET
CHARLES TOWN, WEST VIRGINIA

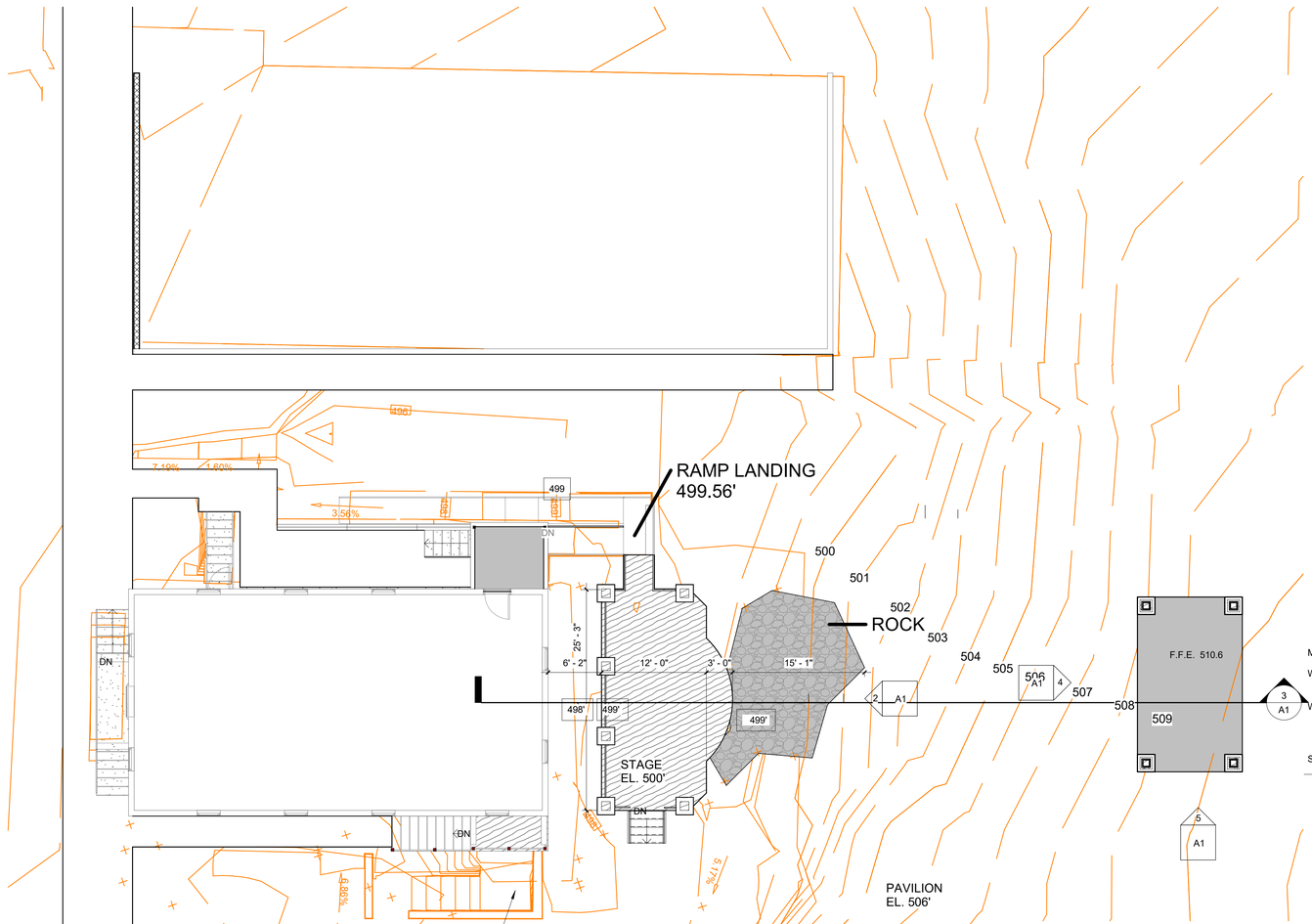
CONCEPT PLAN

DATE:	SEPTEMBER 2024
DRAWN BY:	MSI
CHECKED BY:	WBF
DWG SCALE:	AS SHOWN
PROJECT NO:	336-815
APPROVED BY:	DRAFT

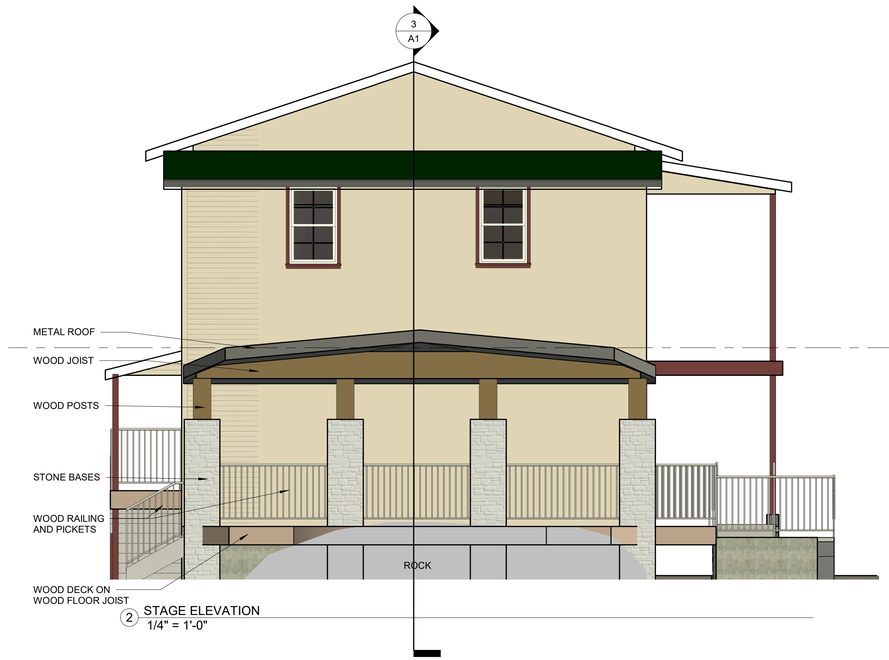
DRAWING NO.: 1

SHEET 1 OF 1

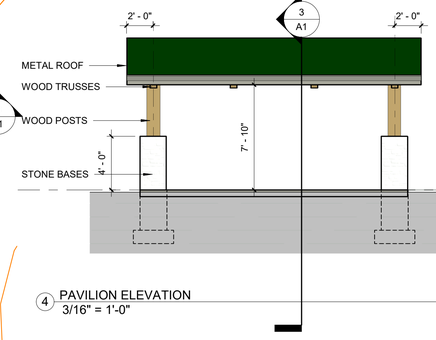
P:\336-0001\336-815\-CADD\Dwg\C0011336815-SP01-CONCEPT PLAN.dwg[4] LS:9/9/2024 - kfulton] - LP: 9/9/2024 4:38 PM



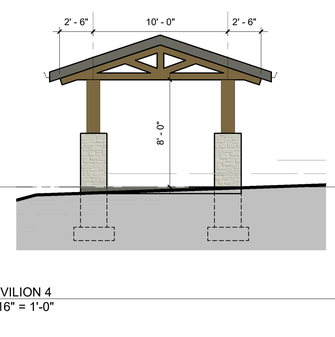
1 SITE PLAN
1/8" = 1'-0"



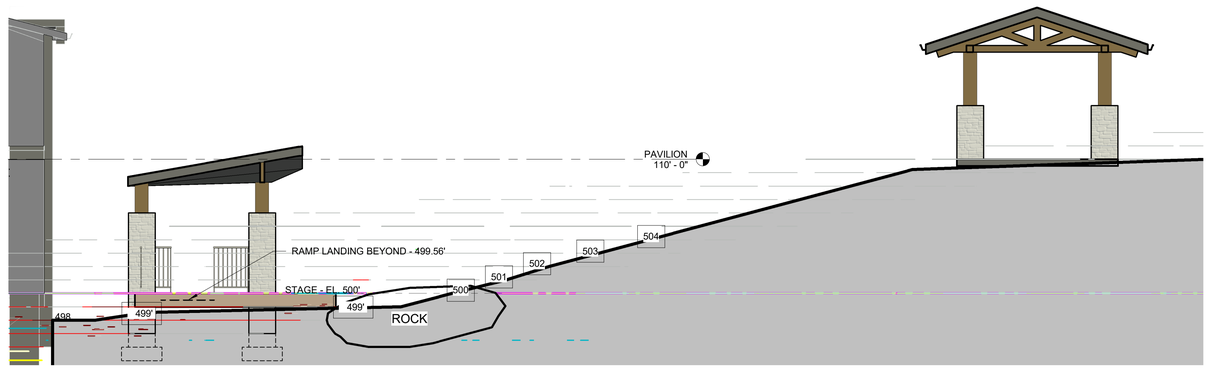
2 STAGE ELEVATION
1/4" = 1'-0"



4 PAVILION ELEVATION
3/16" = 1'-0"



5 PAVILION 4
3/16" = 1'-0"



3 SECTION
3/16" = 1'-0"

SCHEMATIC DESIGN

No.	Revision	Date

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TITLE PLAN AND VIEWS

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National Trust for Historic Preservation®

November 12, 2024

It's Possible™ to Preserve Historic Character with Resilient Hardie® Siding Products

More:

Preservation at Home

By:

Lindsay Frankel

SPONSORED CONTENT BY JAMES HARDIE

JamesHardie™

Historic buildings connect communities to their local cultural heritage. Like a story that gets passed down through generations, these spaces remind us where we came from, how far we've come, and the values we've retained as our society evolves. But the 21st century presents some unique obstacles to historic preservation that require forward-thinking solutions. James Hardie is proud to play a role in historic preservation efforts that are cognizant of these modern challenges.

Hardie® siding products have the aesthetic versatility needed to maintain a neighborhood's historical character while providing the durability needed to withstand the climate threats facing a growing number of homes across the nation. Last year, an update to National Park Service (NPS) guidance on the use of substitute materials [Link: /jamies-hardie-flexible-approach-building-exteriors] when considering fiber cement siding to repair or rehabilitate historic buildings, and historic preservation boards in communities across the country have embraced Hardie siding as a cost-effective, resilient, and sustainable alternative to traditional wood siding materials.

It's not possible to freeze time. But with the right materials, preservationists can open a window into the past that will last far into the future.



Front view of the Morgerman House.



Rear view of the Morgerman House.

A Storm Chaser's Home: Armed for the Future with the Charm of the Past

When Josh Morgerman, a professional storm chaser, brought plans to build a home in the historic district of Bay Saint Louis, Mississippi, the local Historic Commission approved his plan to use Hardie® siding for the home's exterior.

"Because of this area being coastal and being susceptible to humidity, wind, hurricanes, termites, rot… the general rule of thumb is that Hardie [siding] is considered a replacement option," said Matt Stieffel, a Realtor who has served on the Bay Saint Louis Historic Commission [Link: https://www.baystlouis-ms.gov/historic-commission/page/members-historic-commission] for several years. Historic homes clad in wood siding are more vulnerable to damage from moisture. Wood siding also

provides fuel for wildfires and attracts pests like woodpeckers and termites.

Hardie fiber cement siding products, on the other hand, are engineered to resist moisture and withstand extreme temperatures. They don't attract critters and won't burn when exposed to a direct flame. For certain siding styles, the Commission does prefer original replacement materials at the front of the house. "But if it's lap [siding] board, then Hardie is 100% viable," he said. "If it's painted properly and you use the right grain, it's really indistinguishable [from wood]," he added.

Morgerman has been enthralled by extreme weather for as long as he can remember. With the iCyclone [Link: https://www.icyclone.com/] team, he's chased more than 75 tropical cyclones. Despite an acute awareness of how destructive hurricanes can be, "I wanted to live in hurricane country," Morgerman said. His exciting career brought him to build a home [Link: https://www.jameshardie.com/blog/siding-durability/durability-and-beauty-together/] in beautiful Bay Saint Louis, Mississippi, a historical town with a "cataclysmic hurricane history" that called for the strongest building materials he could find. "It's almost like building a house on train tracks," he said. "It's going to get hit."

"One of the most important things was the siding," said Morgerman. "Not only do the winds have tremendous force on their own, but in a severe hurricane the air is filled with flying wreckage." He needed an exterior that would act as a coat of armor for his home. "That's one of the main reasons I went with Hardie® siding," he said.

Many of the homes in the Bay Saint Louis historical district reflect traditional New Orleans architectural styles, and Morgerman was mindful of maintaining that aesthetic. The local Historical Commission, which has established design guidelines and a rigorous approval process for new construction, was also pleased with Morgerman's choice of siding. "Here, the Historical Commission sees Hardie siding as being consistent with their goal of preserving the historical character of the neighborhood," he said, explaining that wood is a poor choice for the area given its susceptibility to moisture damage.

Though resilience was a top priority for Morgerman, he also cared deeply about aesthetic appeal. Choosing Hardie® siding didn't require him to sacrifice an authentic look, since the product is virtually indistinguishable from wood. "Walking down the street in Bay Saint Louis, some of these old houses have wood siding and some of them have Hardie siding, and you can't tell." Morgerman used a combination of Hardie Plank lap siding, Hardie Trim board, and staggered-edge Hardie Shingle in the gables to create a classic New Orleans shotgun house. The finished look has brought endless compliments. "It looks like a beautifully-restored, hundred-year-old house," he said, and Stieffel agreed.



James Hardie

View of siding on the side of the Morgerman House.

Morgerman wasn't the only homeowner to choose Hardie siding for his Bay Saint Louis home. Stieffel, who has used Hardie siding personally, said it's prevalent in the area, and homeowners who choose the product as a replacement material reap the benefits. "By taking off the damaged old siding and replacing it with Hardie [siding] they're making it a much more sustainable, long-term, durable house."

That's especially true for homes currently sided with vinyl, explained Stieffel. "To me, it's considered an upgrade if a house has Hardie® siding versus vinyl," he said. "It's looked at as adding value to properties," which is a central concern for the Historic Commission. Hardie siding is made from durable raw materials, giving it a long service life and a low embodied carbon content, providing an environmentally-friendly alternative to wood. It's also less costly to install and maintain than wood siding. It's no wonder that the updated NPS Preservation Brief 16 recognizes fiber cement siding as a resilient substitute for wood.



James Hardie

View of siding on the side of the Morgerman House.

Building a timeless house isn't just about choosing an enduring architectural style and colors that never go out of fashion. It's also about choosing materials that can withstand the test of time, especially as extreme weather events become more frequent and threaten a greater share of the nation's homes. Fortunately, Hardie siding can help you achieve [Link: https://www.jameshardie.com/request-james-hardie-catalog/] both a

timeless aesthetic and resilient construction.

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Donate to the National Trust for Historic Preservation today and you'll help preserve places that tell our stories, reflect our culture, and shape our shared American experience.

Lindsay Frankel is a freelance writer based in Denver. Her work has been featured in more than a dozen publications, including SFGate, BiggerPockets, LendingTree, Investopedia, CNN, and Fox Business. She received a BA in Education from Elmhurst University.

Replacing wood with Hardie plank on a historic building can be a strategic decision based on several factors, including durability, maintenance, and preservation goals. Here's why someone might choose Hardie plank over wood:

1. Durability and Longevity

- **Weather Resistance:** Hardie plank is made from fiber cement, which is highly resistant to moisture, rot, and pests compared to natural wood.
- **Fire Resistance:** It is non-combustible, providing better fire protection than wood siding.
- **Impact Resistance:** Hardie plank resists cracking and impact damage better than wood, especially in areas prone to storms.

2. Low Maintenance

- **Minimal Upkeep:** Hardie plank does not require frequent repainting, sealing, or staining like wood.
- **Pest Resistance:** It is resistant to termites and other wood-damaging pests.
- **Mold and Rot Resistance:** It does not absorb water, preventing rot and mold issues that can occur with wood.

3. Aesthetic Versatility

- **Wood-Like Appearance:** Hardie plank can be manufactured to closely resemble traditional wood grain, making it visually similar to wood while offering modern benefits.
- **Customizable Colors and Styles:** It is available in various colors and styles, allowing for historic design replication while using modern materials.

4. Cost Efficiency

- **Long-Term Savings:** While the initial installation cost may be higher, the reduced maintenance and repair needs often make it more cost-effective over time.
- **Energy Efficiency:** When installed with proper insulation, it can contribute to energy efficiency.

5. Preservation Considerations

- **Compromise Between Modernization and Authenticity:** In some cases, especially when preserving structural integrity is a priority, Hardie plank may be seen as a reasonable alternative to wood.
- **Historic District Approval:** Some preservation boards may allow Hardie plank if it closely matches the original wood and maintains the building's historic character.