TOWN OF FRONT ROYAL
BOARD OF ARCHITECTURAL REVIEW
REGULAR MEETING AGENDA
7:00 PM, Tuesday, January 14, 2025

I. CALL TO ORDER

II. APPROVAL OF MINUTES

- December 10, 2024 – Regular Meeting

III. NEW BUSINESS

- **COA Application #2400693** – A Certificate of Appropriateness Application submitted by Shelly Cook for the installation of stairs, installation of 2nd level deck and railings, removal of windows and replace with a door on the second story accessing the deck, and removal and replacement of the 2nd story front and side windows at 207 S. Royal Avenue, identified by Tax Map 20A7-4-106. The property is zoned C-1, Community Business District and is located in the Historic Overlay District. Work is complete.

- **COA Application #2400694** – A Certificate of Appropriateness Application submitted by Shelly Cook/Cook Realty for a building to house an outdoor pizza oven at 201/205 S. Royal Avenue, identified by Tax Map 20A7-4-108 & 109. The property is zoned C-1, Community Business District and is located in the Historic Overlay District. Building has already been erected.

- **COA Application #2400710** – A Certificate of Appropriateness Application submitted by Cook Realty/Shelly Cook for exterior renovations to house the future kitchen for a restaurant located behind 201 and 205 S. Royal Avenue, at 10 W. Stonewall Drive (address #10 to be assigned) identified by Tax Map 20A7-4-108 & 109. The property is zoned C-1, Community Business District and is located in the Historic Overlay District.

IV. ADJOURNMENT

BAR REGULAR MEETING MINUTES – DECEMBER 18, 2024

The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com for a limited time.

A regular meeting of the Board of Architectural Review of the Town of Front Royal, Virginia was held on December 10, 2024, in the Town Hall East Conference Room.

CALL TO ORDER

Chairman Waters called the Board of Architectural Review meeting to order at 7:00 p.m.

ROLL CALL

Present: Collin Waters, Chairman
Gary Vaughan, Vice Chairman
Ellen Aders
Dede Nash

Absent: Katherine Snyder

Staff Present: Lauren Kopishke, Planning and Zoning Director/Zoning Administrator
John M. Ware, Deputy Zoning Administrator
Connie Potter, Executive Assistant/Clerk for the Board of Architectural Review

APPROVAL OF MINUTES

- September 10, 2024 (Revised) – Regular Meeting
- October 8, 2024 – Regular Meeting
- October 23, 2024 – Work Session

Ms. Aders moved, seconded by Vice Chairman Vaughan to approve the meeting minutes as written.

VOTE: Yes – Waters, Vaughan, Aders
No – N/A
Abstain – Nash
Absent – Snyder VOICE VOTE

NEW BUSINESS

- **COA Application #2400637** – A Certificate of Appropriateness Application submitted by Teddy Stout Construction, Inc. to construct a duplex at 240 Blue Ridge Avenue, identified by Tax Map 20A7-4-178. The property is zoned R-3, Residential District and is located in the Historic Overlay District.

DRAFT

Mr. Ware reviewed the application request and gave an overview of Town Code Chapter 175-89.A.2 that applies to this application in the Historic District. The property is zoned R-3 which allows duplexes, single-family homes, and town homes. This application requires action from the Board and can not be approved administratively by Town staff.

Board concerns for major actions for new construction are:

- Focus on whether the plans are compatible with and enhance the historic or architectural value of the surrounding structures or area.
- Make a final decision and briefly state your findings.
- Follow the guidelines listed in Town Code Chapter 175-91A.8.a-l. These guidelines should be used to determine approval or denial with an application for new construction.
    a. General design.
    b. Character and appropriateness of design.
    c. Form.
    d. Proportion and scale.
    e. Mass.
    f. Configuration.
    g. Arrangement.
    h. Texture.
    i. Material.

Mr. Ware continued to review portions of Town Code related to the application stating that common roof materials in the historic districts include metal, slate and asphalt shingles. In using asphalt shingles, do not use light colors. Consider using darker textured shingles that resemble slate or wood shingles.

Porches are a prominent part of the historic district. Most of Front Royals historic homes have some type of porch. There is much variety in size, location and type of porches and this variety relates to different residential architectural styles.

The proposed duplex will meet Town Code parking requirements. Setbacks have been adjusted to align with the adjoining property to the north and are in line with Town Code.

Renderings of the proposed structure were provided in a power point presentation. Mr. Ware reviewed the Scope of Work provided by the applicant which is shown below.

DRAFT

Duplex-Blue Ridge Ave Scope of Work

30 year Architectural Shingles- Black in color

LP Smart Siding (sage in color) entire house

Limestone faux stone water table on front of both units

Standing Seam Black Metal Roof over front porches and bay windows

Front Elevation in A gable scallop or shake vinyl siding (see pic and samples)

10X16 Rear Trex Deck and Vinyl Handrails and 6ft privacy wall in Vinyl separating units

6 Foot Wood Privacy Fence along rear Property Line with green giant/evergreen trees

Front Door to be Black Metal (see photo)

Concrete foundation and sidewalks

Front porch trex same material as rear deck

White Aluminum gutters, downspout, and white soffit/trim

Double Hung White Vinyl windows with no grills (see sample provided)

Add 2 windows to side of prospect street and bay window

Sod Yard/ landscape in front of each unit (see pic)

Driveway- Blacktop

Ms. Aders expressed concerns regarding the interpretation of Town Code regarding roof materials. Board members and staff agreed wording can be addressed when revising the Zoning Ordinance which is currently being reviewed by the Planning Commission in draft form.

George Cline discussed porches in the historic district. He referred to a property he owned on Chester Street explaining he had demolished the old wood porch and constructed a new porch with a wood frame wrapped in white vinyl, installed the “same” columns with white vinyl. He installed the same pickets but in a vinyl material and the floor was made of gray Trex. Mr. Cline noted he did that project ten (10) years ago and when looking at it today it looks exactly like it did ten (10) years ago which is why applicants would prefer to use vinyl vs. wood products. He believes that it is better to use vinyl products that aren’t going to rot in 10 years like wood will do.

Board members held a discussion with the applicant and requested changes to the Scope of Work. Discussion items included roof materials, window style/type, handrails and the addition of two (2) second floor windows on the north facade. Board members and the applicant agreed upon the following changes to the Scope of Work.

Ms. Aders reviewed the amended Scope of Work to be the following:

- 30-Year Architectural Shingles – Black in color on the main roof.
- LP Smart Siding (sage in color) on the entire house – wood look.
- Limestone faux stone water table on front of both units.
- Standing Seam Black Metal Roof over porches and bay windows, and eyebrow (lunette).
- Front elevation in a gable scallop or shake vinyl siding.
- 10' x 16' rear Trex deck and vinyl handrails and 6-foot privacy wall in vinyl separating units.
- 6-foot wood privacy fence along rear property line with green giant/evergreen trees.
- Front door to be six (6) panel fiberglass - wood grain.
- Concrete foundation and sidewalks.
- Concrete foundation painted to match siding.
- Front porch Trex. Same material as rear deck.
- White aluminum gutters, downspout, and white soffit/trim.
- Double hung white vinyl windows with no grills - slim-line with wood trim as indicated on rendering.
- Add two (2) windows to the side of prospect street and bay window – slim-line with wood trim as indicated on rendering.
- Sod yard/landscape in front or each unit.
- Driveway – blacktop.
- Front porch columns craftsman style as indicated on rendering.
- Two (2) second floor windows on the north façade – slim-line with wood trim as indicated.

Ms. Aders moved, seconded by Vice Chairman Vaughan to approve the Scope of Work as amended.

VOTE: Yes – Aders, Vaughan, Waters, Nash
No – N/A
Abstain – N/A
Absent – Snyder VOICE VOTE

Ms. Stout expressed that it would be a good idea to include one or two individuals from the Builders Association to contribute to the rewording of the Historic District Guidelines.

OTHER

Board members agreed to hold a work session at 5 p.m. before the regular BAR meeting at 7 p.m. on January 14, 2025 to discuss revisions to the Historic District Guidelines. Staff noted there should be a COA application for review at the regular BAR meeting in January.

DRAFT

ADJOURNMENT

Ms. Aders moved, seconded by Vice Chairman Vaughan to adjourn the meeting.

VOTE: Yes – Nash, Waters, Vaughan, Aders
No – N/A
Abstain – N/A
Absent – Snyder VOICE VOTE

The meeting was adjourned at 8:03 p.m.

Approved by Board of Architectural Review
Date: _____

DRAFT

COA APPLICATION #2400693 – A CERTIFICATE OF APPROPRIATENESS APPLICATION SUBMITTED BY SHELLY COOK FOR THE INSTALLATION OF STAIRS, INSTALLATION OF 2ND LEVEL DECK AND RAILINGS, REMOVAL OF WINDOWS AND REPLACE WITH A DOOR ON THE SECOND STORY ACCESSING THE DECK, AND REMOVAL AND REPLACEMENT OF THE 2ND STORY FRONT AND SIDE WINDOWS AT 207 S. ROYAL AVENUE, IDENTIFIED BY TAX MAP 20A7-4-106. THE PROPERTY IS ZONED C-1, COMMUNITY BUSINESS DISTRICT AND IS LOCATED IN THE HISTORIC OVERLAY DISTRICT. WORK IS COMPLETE.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE
BOARD OF ARCHITECTURAL REVIEW
JANUARY 14, 2025

APPLICATION #:

Certificate of Appropriateness Application #2400693

APPLICANT:

Shelly Cook

APPLICATION SUMMARY:

A Certificate of Appropriateness (COA) Application submitted by Shelly Cook for the installation of stairs, a 2nd level deck and railings, removal of windows and subsequent replacement with a door on the second story accessing the unpermitted deck, and removal and replacement of the 2nd story front and side windows at 207 S. Royal Avenue. The proposed work is complete.

GENERAL INFORMATION:

Site Addresses	207 S. Royal Avenue
Owner(s)	Servants Hands Construction LLC
Zoning District	C-1, Community Business District
Historic District	Front Royal Historic Overlay District
Tax Identification	20A7-4-106
Location	The subject property is located south of the intersection between W Stonewall Drive and South Royal Avenue.

Vicinity Map (*Warren County GIS) – 207 S Royal Avenue*



Aerial Map (*Warren County GIS) – 207 S. Royal Avenue*



South Elevation - 207 S. Royal Avenue



South Elevation - 207 S. Royal Avenue



Front Elevatoin - 207 S. Royal Avenue



Rear Elevation Newly Installed Stairs - 207 S. Royal Avenue



Rear Elevation Newly Installed Stairs, Railing, and Deck - 207 S. Royal Avenue



Rear Elevation Newly Installed Stairs and Deck - 207 S. Royal Avenue



Rear Elevation Newly Installed Deck - 207 S. Royal Avenue



Rear Elevation Newly Installed Deck Stained and Unstained - 207 S. Royal Avenue



Rear Elevation Removed Existing Window and Replaced With A Door - 207 S. Royal Avenue



Rear elevation window removed and boarded up - 207 S. Royal Avenue



SUPPLEMENTAL INFORMATION:

Legal Authority	The Board of Architectural Review (BAR) is established by the legal authority of Virginia Code §15.2-2306 and Sections 175-82 through 175-98 of the Town Code. The Town Code grants review authority to the BAR for major projects within the Historic Overlay District. The Historic Overlay District consists of the areas and structures identified within the Front Royal Historic District. Town Code, Section 175-82, states that the purposes of establishing the historic resource overlay areas include the following: 1. To preserve and improve the quality of life for residents of the Town of Front Royal by protecting familiar and treasured visual elements in the area. 2. To promote tourism by protecting historical and cultural resources attractive to visitors and thereby supporting local business and industry. 3. To stabilize and improve property values by providing incentive for the upkeep and rehabilitation of older structures and by encouraging desirable uses and forms of economic development.

	4. To educate residents on the local cultural and historic heritage as embodied in the Historic District Overlay Areas and to foster a sense of pride in this heritage. 5. To promote local historic preservation efforts and to encourage the identification and nomination of qualified historic properties to the National Register of Historic Places and the Virginia Landmarks Register. 6. To prevent the encroachment of additions or new buildings and structures that are architecturally incongruous with their environs within areas of architectural harmony and historic character. Except where administrative review authority is granted under Section 175-89.1, and where review is exempt under Section 175-90, the BAR is responsible for reviewing major projects in the Historic Overlay District in accordance with the guidelines found under Section 175-91 of the Town Code. These guidelines are listed at the end of this report.
Historic Information	The building (circa 1880-1900) is a contributing building to the Front Royal Historic District. Below are notes about the structure, as found within the Historic District records. A full copy of the report is attached. Brief Architectural Description of Primary Resource: A late-19th-century/turn-of-century vernacular house with some Colonial Revival details, that has been given a 1-story, 3-bay, concrete block-and-brick modern commercial addition at its south side, since 1927 (it was probably built c. 1960s-70s). The original part of the building had a 1-story extension built behind the 2-story rear ell between 1902 and 1907. The house has a boxed cornice, frieze boards, and corner boards; its vernacular Colonial Revival front porch has a hipped roof on square wood posts that have lamb's tongue chamfers, and caps, collars, and bases. The commercial addition has a brick-veneered front parapet wall with a full-width, shallow, flat wooden hood over the store front, which consists of a central entrance topped by a 1-light transom and flanked by large plate glass display windows. Brief Architectural Description of Additions and Alterations The house had a 1-story extension added to the rear of the 2-story rear ell between 1902 and 1907. Since 1927 (c. 1960s-70s) a 1-story commercial addition was added to the south, to accommodate the building's use as a store. Architectural and Historical Summary: This resource is significant as a late 19th-century/c. 1900 vernacular dwelling, and although it has been adapted to new use as a store, it retains enough of its original form and details to convey its significance. The property is sited within a row of 3 houses similar in form and close in age, which have been adapted to commercial use.

<table>
<tr><td>Incentives for Rehabilitation</td><td colspan="3">Partial Real Estate Tax Exemption. Pursuant to Section 175-97 of the Town Code, owners that engage in approved rehabilitation projects have the ability to seek a 10-year tax exemption equal to the increase in assessed value resulting from the rehabilitation.
State Tax Income Credit. The Virginia Rehabilitation Tax Credit Program allows property owners who complete a certified rehabilitation project to receive an income tax credit on 25% of their eligible expenses and an additional 20% credit through the Federal Rehabilitation Tax Credit Program.</td></tr>
<tr><td rowspan="10">Historic Overlay District Guidelines</td><td colspan="3">GUIDELINES WORKSHEET FOR BAR EVALUATION</td></tr>
<tr><td>1</td><td>The historic archaeological or architectural value and significance of a structure and its relationship to the historic value of the surrounding area.</td><td></td></tr>
<tr><td>2</td><td>The age and character of the historic structure, its condition, and its probable life expectancy and the appropriateness of the proposed changes to the period or periods during which the structure was built.</td><td></td></tr>
<tr><td>3</td><td>The general compatibility of the site plan and the exterior design arrangement, texture and materials proposed to be used.</td><td></td></tr>
<tr><td>4</td><td>The view of the structure or area from a public street or road, present or future.</td><td></td></tr>
<tr><td>5</td><td>The present character of the setting of the structure or area and its surroundings.</td><td></td></tr>
<tr><td>6</td><td>The probable effect of proposed construction on trees, wooded areas, or historic sites.</td><td></td></tr>
<tr><td>7</td><td>Any other factors, including aesthetic factors, which the reviewing bodies deem to be pertinent.</td><td></td></tr>
<tr><td>8</td><td>The appropriateness of the exterior architectural features of such building or structure to the compatibility with the exterior architectural features of landmarks, buildings, or structures in the district, taking into consideration the following:
a. General design.
b. Character and appropriateness of design.
c. Form.
d. Proportion and scale.
e. Mass.
f. Configuration.
g. Arrangement.
h. Texture.
i. Material.
j. The permanent color of exterior materials (excluding paint).
k. The relationship of such elements to similar features of structures in the immediate surroundings.</td><td></td></tr>
</table>

		l. Congruity with the character of the Historic District.	
	Additional Guidelines: • The reviewing bodies shall not adopt or impose any specific architectural style in the administration of this Article. • The reviewing bodies shall also be guided by the purposes for which landmarks, landmark sites and historic districts are designated and by the standards and considerations contained in the Secretary of the Interior's Standards for Rehabilitation. • See Demolition Review Guidelines Addendum for demolition of structures.		

STAFF COMMENTS:

The work has been completed at this property without obtaining the necessary permits. The applicant constructed stairs to an upper-level deck. The deck and stairs are constructed of pressure-treated lumber, and both need clearance from the BAR and a zoning permit. The applicant also replaced a window with a door on the upper level, accessing the deck as well as windows on the front, rear and side of the structure with vinyl replacement windows.

The BAR needs to make a determination of appropriateness for the following:

1. Conversion of window to door on upper rear of the structure.
2. Wood to vinyl windows on all sides of the structure.
3. The addition of deck and stairs to second level.

Staff also recommends that the BAR place stipulations of the trim around the windows.

Attachments: 1) Warning Notice Dated September 5, 2024 of Work Done Without a Permit or Certificate of Appropriateness
2) Certificate of Appropriateness Application and Supporting Documents
3) Virginia Department of Historic Resources Reconnaissance Property Survey

DEPARTMENT OF PLANNING & ZONING

T: (540) 635-4236
F: (540) 631-2727

Town of Front Royal Town Hall
102 East Main Street
P.O. Box 1560
Front Royal, VA 22630-1560

September 5, 2024

Servants Hands Construction LLC
65 Lee Burke Rd.
Front Royal, Virginia 22630

RE: 207 S Royal Ave.

Dear Property Owner(s):

Our office received notification that work had been done without a permit on your property located at 207 S Royal Ave. On September 4, 2024, staff conducted an inspection and observed a deck constructed on the 2nd floor of the property with a staircase extending to ground level. Staff also observed the removal or replacement of two existing windows on a contributing structure within the Town's Historic District. Just as with your neighboring property, this work required a zoning permit and approval by the Board of Architectural Review. Additionally, a Certificate of Appropriateness Application would also be required for exterior alterations, as the property sits in the Town of Front Royal Historic District. Warren County Land and Tax records indicate this property is under your ownership. Without the proper zoning clearance and approvals, this property would be in violation of the Town of Front Royal "Town Code" as follows:

Town Code Section – 175-88 and 89.1-A.3	**Certificate of Appropriateness Required**
Town Code Section – 175-134	**Zoning Permits**

Please contact our office **no later than September 15, 2024,** regarding the work performed so that we can assist you in bringing the property into compliance with Town Code.

Sincerely,

Daniel Wells
Property Maintenance Official/Code Enforcement
Department of Planning and Zoning

Enclosures: References from Town Code; Photo

175-88 CERTIFICATE OF APPROPRIATENESS REQUIRED (Historic District)

A. No building or structure within the Chester Street and downtown business areas of the Historic Front Royal District shall be erected, reconstructed, altered or restored unless and until an application for a certificate of appropriateness shall have been approved under the provisions of this Article.

B. No building or structure within the downtown residential area of the Historic Front Royal District or property designated as a local historic landmark shall be erected, reconstructed or undergo substantial exterior alteration unless and until an application for a certificate of appropriateness shall have been approved under the provisions of this ordinance.

C. No building existing in any designated historic district shall be demolished or removed, in whole or in part, unless and until an application or a certificate of appropriateness shall have been approved by the Board of Architectural Review.

D. No application for a certificate of appropriateness to demolish a building in any historic district shall be considered by the BAR until public hearing has been held thereon, pursuant to the notice of public hearing as required in Section 15.2-2204, Code of Virginia as amended.

175-89.1 ACTIONS REQUIRING ADMINISTRATIVE REVIEW (Historic District)

A. The following actions will require administrative review by the Zoning Administrator:

1. The razing, demolishing, or moving of a non-contributing structure or a structure which is substantially damaged to the point of being completely uninhabitable.

2. Construction of a new accessory structure less than five hundred (500) square feet in size within a designated historic district or on a site adjacent to a designated landmark site that is generally in keeping with the character of the historic district and its surroundings.

3. Substantial alteration of a non-contributing structure.

4. Any addition to a non-contributing structure, which increases the size (square footage and/or volume) of the structure by less than one hundred percent (100%) of the original structure.

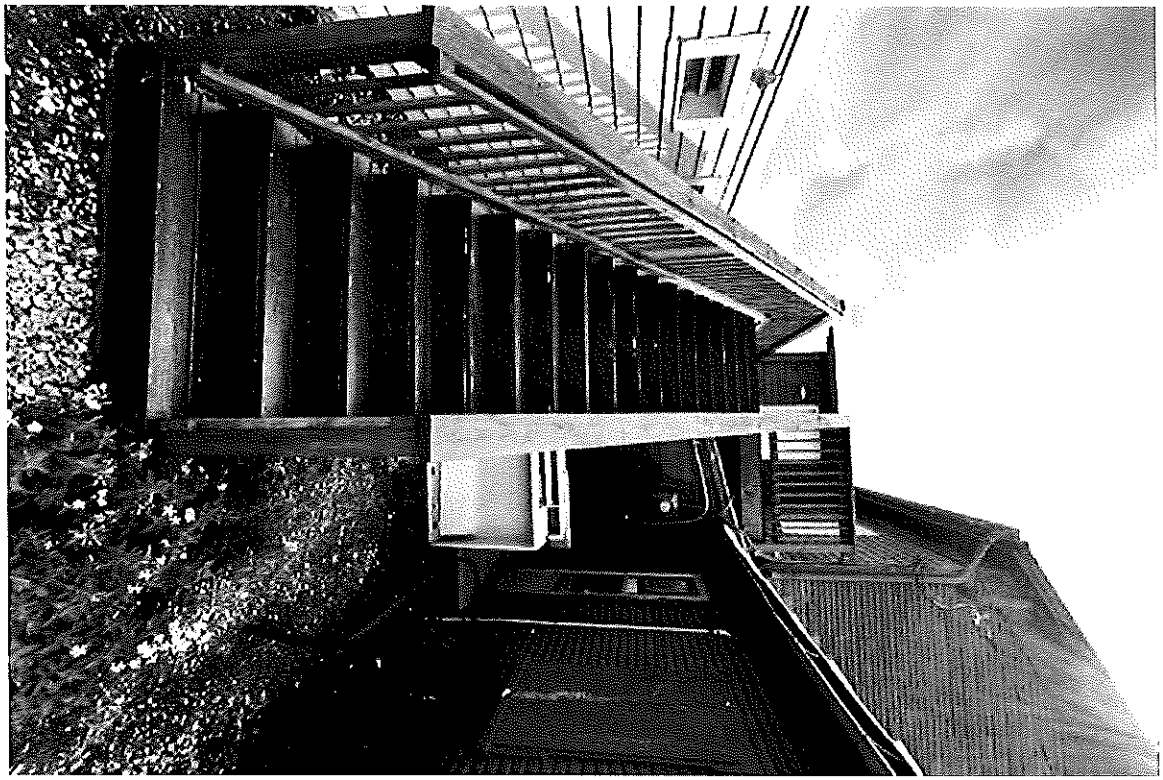
5. Landscaping, fences and signs in conformance with the design guidelines adopted in
accordance with this Article.

B. The Zoning Administrator shall be guided in his decisions by the standards and guidelines adopted by the Board of Architectural Review and shall have authority to request modifications of specific proposal in order that the proposal may comply with said standards and guidelines. In any case where the Administrator is uncertain of his authority to act on a particular application under this section or in any case where the Administrator and the applicant cannot agree on changes in the proposal, the application shall be referred to the Board of Architectural Review for action by said Board. In case of disapproval by the Administrator, the applicant may appeal the Administrator's decision within thirty (30) days thereof to the Board of Architectural Review. The Administrator shall keep a record of his decisions under this section and shall report such decisions to the Board of Architectural Review at its next regular meeting.

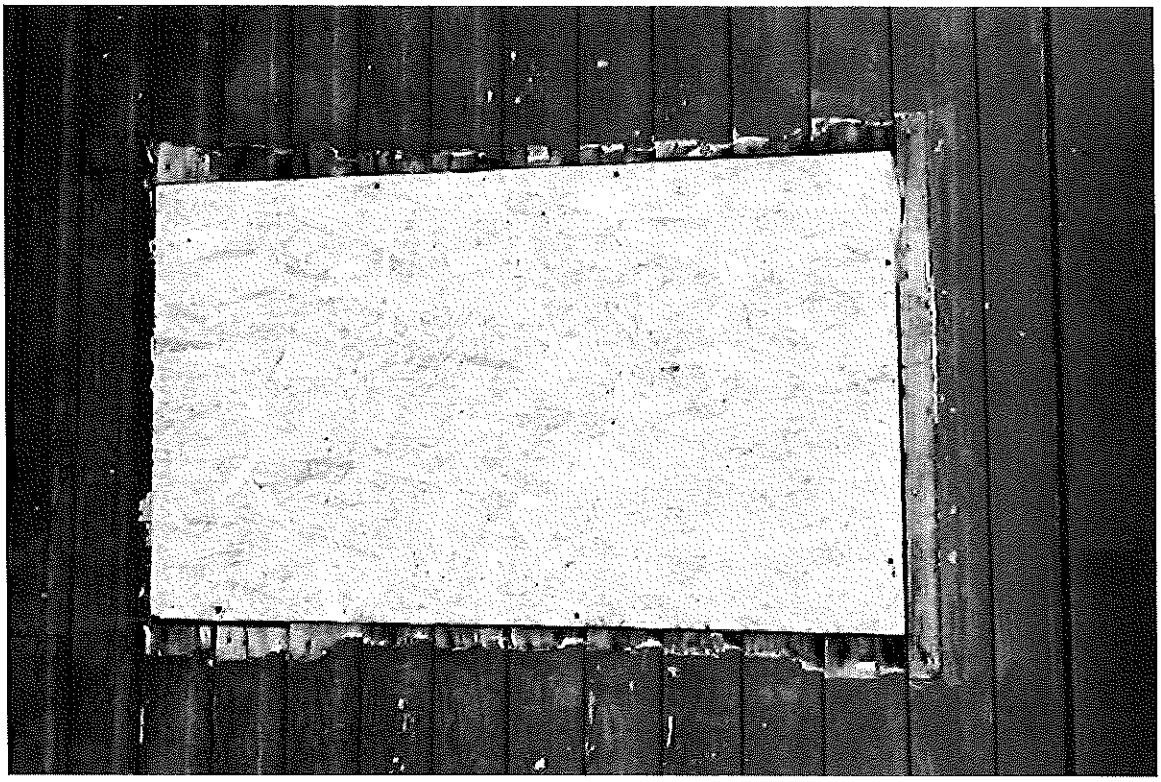
175-134 ZONING PERMITS

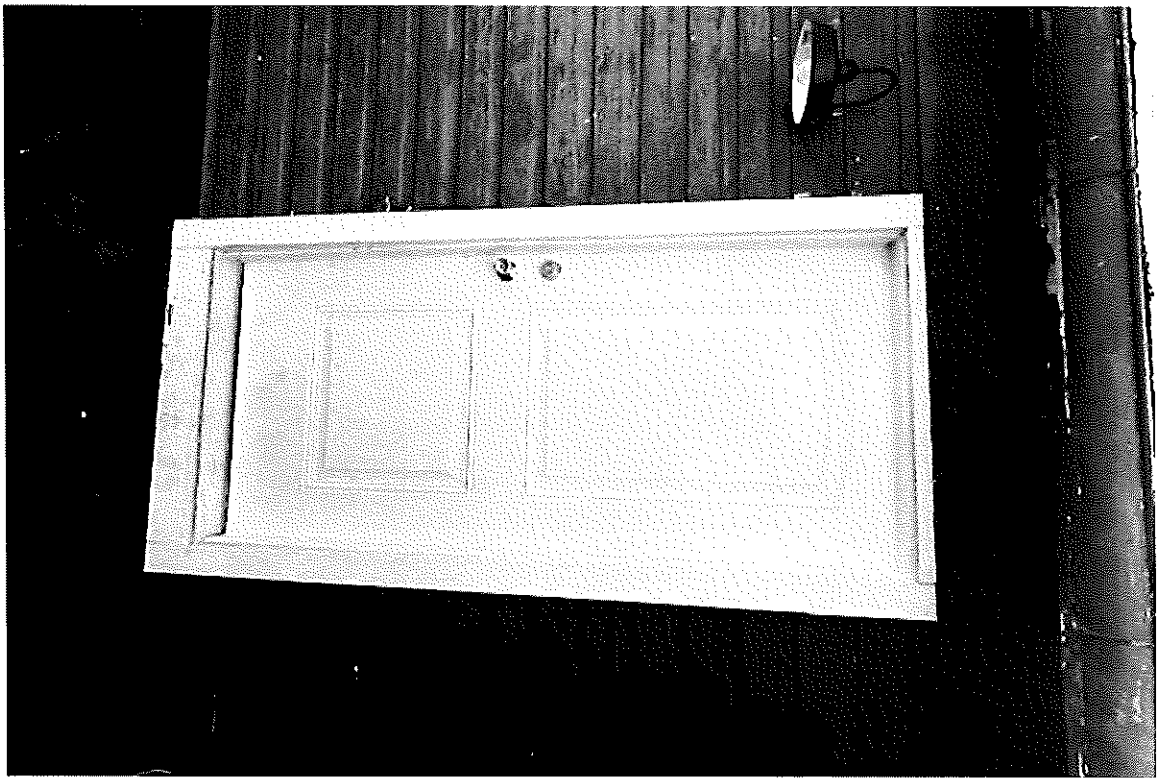
A. No buildings, structures or uses shall be started, repaired, reconstructed, enlarged or altered until after a zoning permit has been obtained from the Administrator.

B. Each application for a zoning permit shall be accompanied by three (3) copies of an adequately dimensioned drawing unless as otherwise specified. The drawing shall show the size, shape and dimensions of the parcel of land on which the building is to be constructed, as surveyed and prepared by a licensed surveyor or registered architect, the nature of the proposed use of the building or land, the location and arrangement of off-street parking, the location of such building or use with respect to the property line of said parcel of land and to the right-of-way of any street or highway adjoining said parcel of land, the developers drainage plan for properly distributing surface water and additional information as required by this chapter. Such site plan shall be prepared by a licensed surveyor or a registered engineer or architect. Any other information which the Administrator may deem necessary for the consideration of the application may be required. If the proposed building or use is in conformity with the provisions of this chapter, a permit shall be issued to the applicant by the Administrator. One (1) copy of the drawing shall be returned to the applicant with the permit. This drawing is not required for applicants who have submitted site plans in accordance with Article XIII.









Deck-Stair

#24006493

RECEIVED
COA #DEC 12 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING AND ZONING
102 EAST MAIN STREET, PO BOX 1560
FRONT ROYAL, VA 22630

Main 540-6235-4236 Fax 540-631-2727
www.frontroyalva.com

new deck dimension = 9x14'

CERTIFICATE OF APPROPRIATENESS APPLICATION
TOWN OF FRONT ROYAL

☐ New Construction ☐ Rehabilitation ☐ Demolition* ☐ Sign
☒ Other deck metal Changed to wood and Enlarged / 3 3X5 window vinyl / one 30/60 DOOR pressure treated lumber

wood Stairs from 2nd to ground floor = 3'6" in width

Application is hereby made for a Certificate of Appropriateness and is made subject to the local Historic District Ordinance, other local ordinances, and State laws which are presently in force or that may hereafter be enacted affecting or regulating thereto. The undersigned applicant agrees to these requirements which are a necessary condition for approval of this certificate.

This application for a Certificate of Appropriateness may be approved administratively in accordance with Section 175-89.1 of the Town Code.

Name of Applicant: Shelly Cook
Address of Applicant: 165 Lee Burke Road. Front Royal
Phone Number: 5405500334 **E-Mail:** Shelly Cook 103C gmail
Property in Question:
Street Address: 207 South Royal St
Business Name (if applicable) Cook Realty
Tax Map Number:
Historic District: ☐ Downtown Residential Area
☒ Downtown Business Area

Are there any other applications relevant to this property or the proposed modifications being considered by any other regulatory or administrative agency?
☐ Yes ☒ No If Yes, please describe:

Revised 8-20-2024

PLEASE COMPLETE REVERSE SIDE

Description of Proposal, including materials and colors used with each modification (List for foundation, walls, doors, windows, trim gutters/downspouts, roofing, sign, lighting, sidewalk, fencing and gutters as applicable) (attach separate sheets if necessary):

Removal of Deck to upstairs
Add Deck -
Boarded up windows Replaced
3-3'x5'0
ONE board up door 3'0"x6'6"

One (1) set of material samples shall be provided together with the application.

Also include the following as applicable:

- ✓ Attached map with property under consideration marked
- ✓ Site Plan
- ✓ Sketch, drawing, elevations
- ___ Photographs or slides showing property in question

*** NOTE: A public hearing is required for demolition work. The names and addresses of property owners immediately adjacent and opposite the property must be submitted.**

Signature of Applicant: _____ Date _____

Signature of Representative (if applicable): _____

$100.00 Fee x2 **BAR Review** Receipt # 0100205 0727 Date 12-12-24

$200.00 Fee **Demolition of Historically Significant Structure**

By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

OFFICE USE ONLY

Date Received _____ BAR Meeting Date: _____

Action Taken: _____

_____

Zoning Administrator

Carol Buffa

From: Shelly Cook <shellycook103@gmail.com>
Sent: Tuesday, December 10, 2024 5:25 PM
To: Lauren Kopishke
Cc: Daniel Wells; Carol Buffa
Subject: Re: Violation - 207 S ROYAL AVE

Follow Up Flag: Follow up
Flag Status: Flagged

Lauren

Per our conversation I had previously submitted the application I will be in tomorrow am to resubmitted all necessary forms

Thank you

Shelly Cook

On Tue, Dec 10, 2024 at 4:26 PM Lauren Kopishke <lkopishke@frontroyalva.com> wrote:

> Shelly,
>
> Your property located at 207 S ROYAL AVE is In violation of the following Town Code Sections:
>
> 175-34, failure to obtain a zoning permit and
>
> 175-88 and 175-89.B.2 for not obtaining a COA in the historic district
>
> The activities in violation of the aforementioned codes are as follows:
>
> 1. Installation of stairs
> 2. Installation of 2nd level deck and railings
> 3. Removal of windows and subsequent replacement with a door on second story accessing the unpermitted deck
> 4. Removal and replacement of the 2nd story front and side windows.

Please submit the attached application no later than December 17th for these activities. Please note that the fees are doubled due to the violation status.

A formal letter is forthcoming, please call if you have any questions.

Lauren E. Kopishke

Director of Planning & Zoning

Zoning Administrator

Town of Front Royal

Dept. of Planning and Zoning

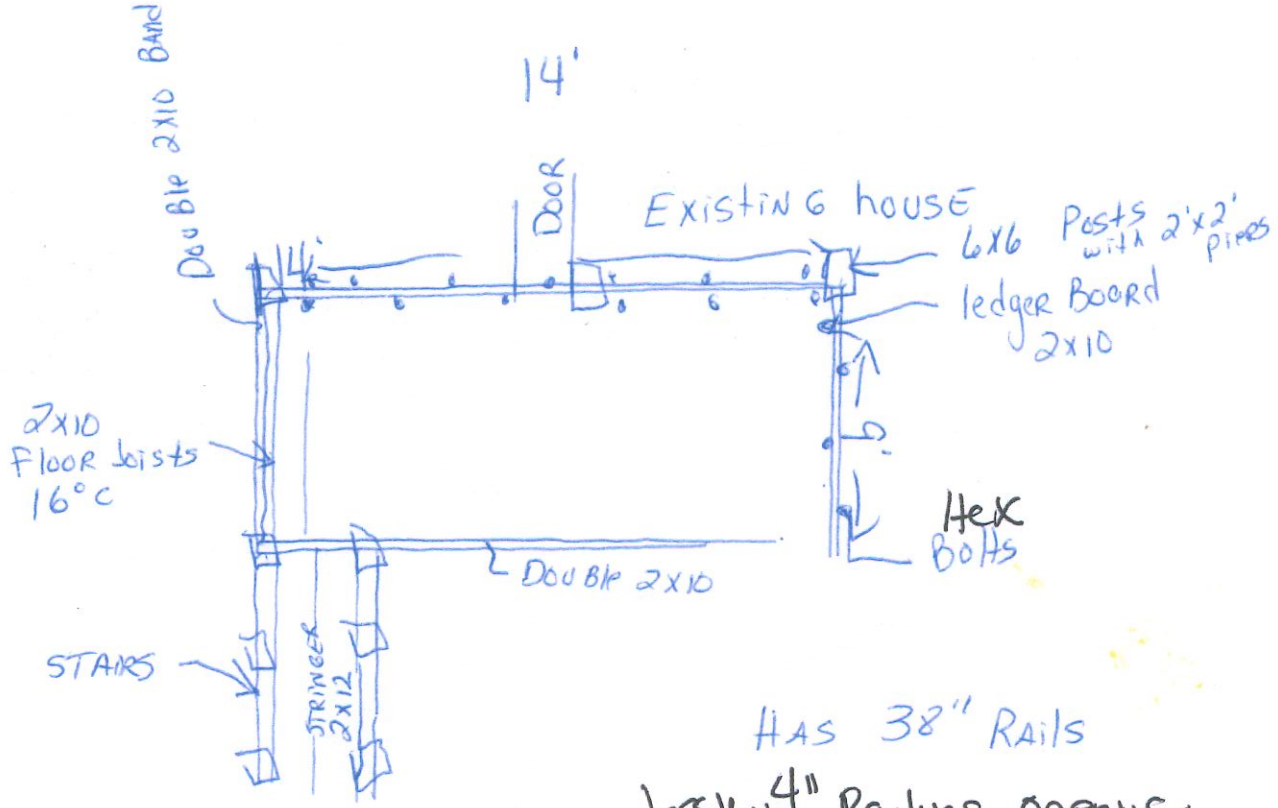
102 E Main St | PO Box 1560

Front Royal, VA 22630

T./540-635-4236

21158-2024

Because this porch services egress of a mixed use group,
one of them being non-residential, please supply engineering/calculations
showing this will meet or exceed the loading requirements found
in the Virginia Construction Code.



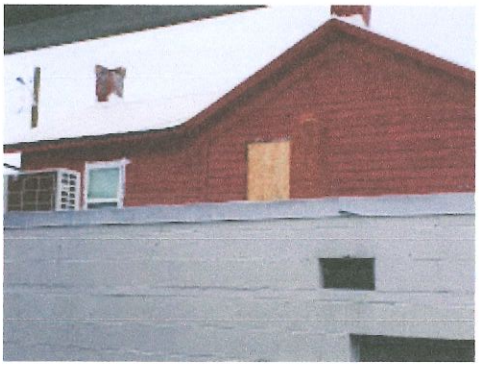
Has 38" Rails

less than 4" Railing openings

6 attachments



Shelly_121024_.jpg
214K



Shelly_121024.jpg
372K

BAR Board Review Cert of Appr 8-20-2024.doc
146K

BAR Board Review Cert of Appr 8-20-2024.pdf
249K

Zoning Permit App Major Construction 4-7-2022.docx
67K

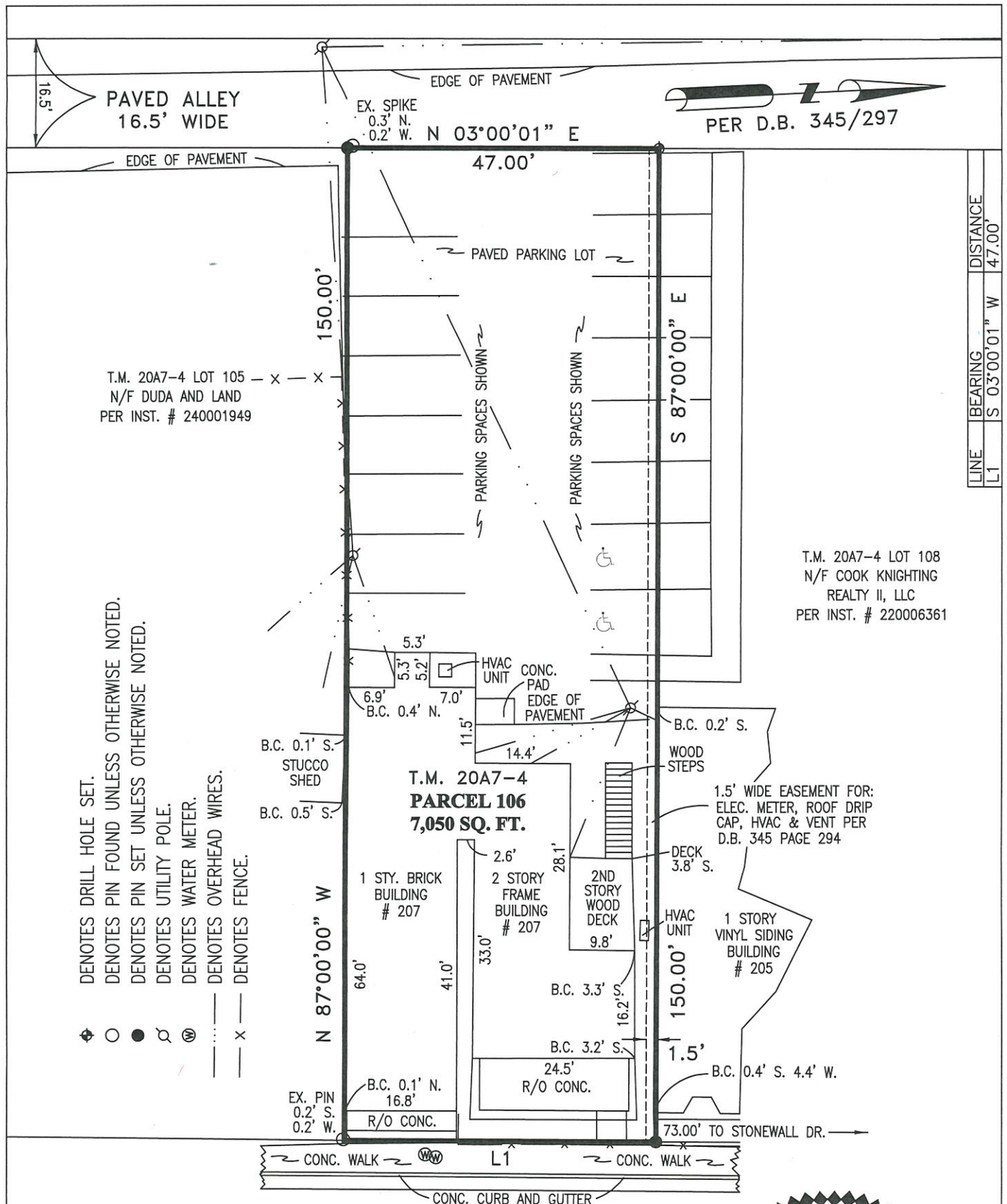
Zoning Permit App Major Construction 4-7-2022.pdf
400K

Shelly Cook <shellycook103@gmail.com> Tue, Dec 10, 2024 at 5:24 PM
To: Lauren Kopishke <lkopishke@frontroyalva.com>
Cc: Daniel Wells <dwells@frontroyalva.com>, Carol Buffa <cbuffa@frontroyalva.com>

Lauren

Per our conversation I had previously submitted the application I will be in tomorrow am to resubmitted all necessary forms

Thank you



SOUTH ROYAL AVENUE

VARIABLE WIDTH R/W

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DERIVATION OF TITLE TO: SERVANTS HANDS CONSTRUCTION, LLC
PER INST. # 230003766.

GRANTEE ADDRESS: 65 LEE BURKE RD. FRONT ROYAL, VA. 22630

PLAT REF: D.B. 353 PG. 280.

SUBJECT PARCELS SITUATED OUTSIDE
THE LIMITS OF THE FEMA FLOOD ZONE.
PROPERTY ZONED C-1.

SURVEY OF TAX MAP 20A7-4 PARCEL 106

FORK MAGISTERIAL DISTRICT

TOWN OF FRONT ROYAL
WARREN COUNTY, VA.

COMMONWEALTH OF VIRGINIA
Joseph G. Brogan Jr.
JOSEPH G. BROGAN, JR.
Lic No. 3209
11/18/24
LAND SURVEYOR

PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578,
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
NOVEMBER 18, 2024

0 20 40

SCALE 1" = 20'

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES
PROPERTY SURVEY FORM
RECONNAISSANCE LEVEL

IDENTIFICATION INFORMATION

VDHR File # 112-0055-169

Property Name:
Address 207 South Royal Avenue
Current Royal Oak Bookshop

NR Property Category: Building
Wuzit: Book Store

Tax Code:	Section	Parcel
	7-4	106

County/City: Warren
USGS Map: USGS Quad: Front Royal

ADDRESS/LOCATION INFORMATION

Address: 207 South Royal Avenue Street
State and U.S. Routes 55 & 340 Town Street
Vicinity of: Municipality: Town of Front Royal ZIP: 22630

PROPERTY CLASSIFICATION INFORMATION

Property Boundaries:
Ownership: Private

RESOURCE COUNT -

#	Category	Contributing?	
			TOTAL: 1
1	Building	Contributing	
			Contrib: 1
			Non-Contrib: 0

WUZIT COUNT -

#	Wuzit	Contributing?	
			TOTAL: 1
1	Book Store	Contributing	
			Contrib: 1
			Non-Contrib: 0

RESOURCE - GENERAL DESCRIPTIVE INFORMATION

Resource Level:
Estimated Construction Date: 1880-1900
Source of Date: site visit/map
Physical Status: Existing
Condition: Good
Threat: None Known
Degree of Historic Integrity:

PRIMARY RESOURCE RECONNAISSANCE DESCRIPTION

Architectural Style/Derivative: Vernacular
# of Stories: 2.0 # of Bays Wide: 2 # of Bays Deep: 2

Component	#	Form/Treatment	Material	Matr'l Treatment
Chimneys		Interior End	Brick	
Porch		Front	Wood	1-story, 2-bay
Roof		Gable	Metal	Standing seam
Walls		frame	Wood	German siding
Windows		double-hung sash	Wood	2-over-2
Windows		Plate glass		

Brief Architectural Description of Primary Resource:

A late-19th-century/turn-of-century vernacular house with some Colonial Revival details, that has been given a 1-story, 3-bay, concrete block-and-brick modern commercial addition at its south side, since 1927 (it was probably built c. 1960s-70s). The original part of the building had a 1-story extension built behind the 2-story rear ell between 1902 and 1907. The house has a boxed cornice, frieze boards, and corner boards; its vernacular Colonial Revival front porch has a hipped roof on square wood posts that have lamb's tongue chamfers, and caps, collars, and bases. The commercial addition has a brick-veneered front parapet wall with a full-width, shallow, flat wooden hood over the store front, which consists of a central entrance topped by a 1-light transom and flanked by large plate glass display windows.

Brief Architectural Description of Additions and Alterations

The house had a 1-story extension added to the rear of the 2-story rear ell between 1902 and 1907. Since 1927 (c. 1960s-70s) a 1-story commercial addition was added to the south, to accommodate the building's use as a store.

Brief Architectural Description of Secondary Resources:

Potentially Contributes to Historic District:

N/A

Potentially Associated with NR Multiple Property:

Architectural and Historical Summary:

This resource is significant as a late 19th-century/c. 1900 vernacular dwelling, and although it has been adapted to new use as a store, it retains enough of its original form and details to convey its significance. The property is sited within a row of 3 houses similar in form and close in age, which have been adapted to commercial use.

BIBLIOGRAPHY

Type of Record	Citation
Map	Sanborn Map Company

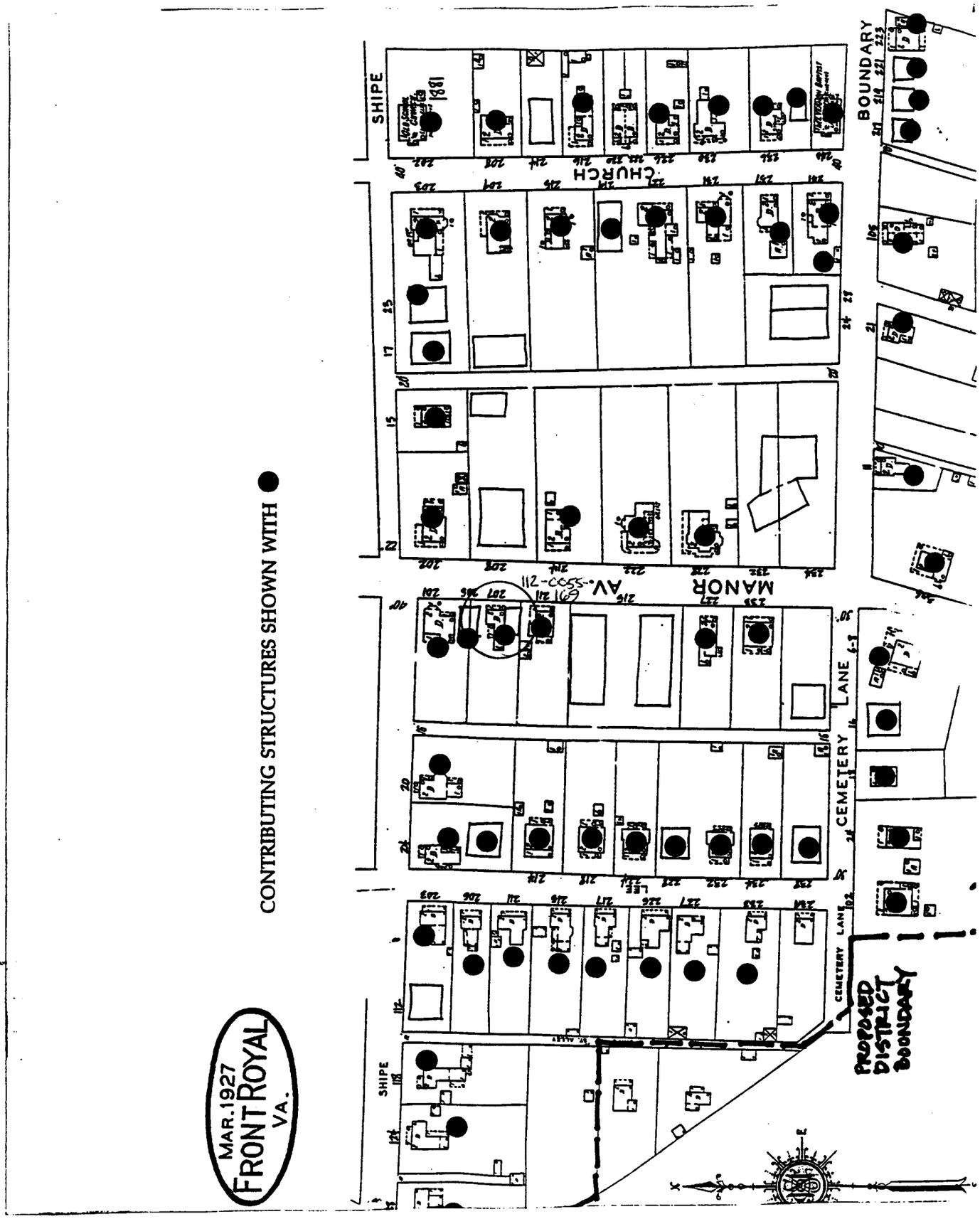
PHOTOGRAPHIC/DRAWINGS DOCUMENTATION

Media	VDHR Neg #	Frames	Date
B&W 35mm photos	12587	36 - 0	2/ 2/1993

CRM MANAGEMENT EVENTS

CRM Event	Agency/Organization	Date
Reconnaissance Survey	Pres. Assoc. of VA/Smead	2/ 3/1993

TOWN OF FRONT ROYAL



CONTRIBUTING STRUCTURES SHOWN WITH ●

PRESERVATION ASSOCIATES

1993-94

N.T.S.


Roy
Oak
Bookshop

COA APPLICATION #2400694 – A CERTIFICATE OF APPROPRIATENESS APPLICATION SUBMITTED BY SHELLY COOK/COOK REALTY FOR A BUILDING TO HOUSE AN OUTDOOR PIZZA OVEN AT 201/205 S. ROYAL AVENUE, IDENTIFIED BY TAX MAP 20A7-4-108 & 109. THE PROPERTY IS ZONED C-1, COMMUNITY BUSINESS DISTRICT AND IS LOCATED IN THE HISTORIC OVERLAY DISTRICT. BUILDING HAS ALREADY BEEN ERECTED.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE
BOARD OF ARCHITECTURAL REVIEW
JANUARY 14, 2025

APPLICATION #:

Certificate of Appropriateness Application #2400694

APPLICANT:

Shelly Cook/Cook Realty

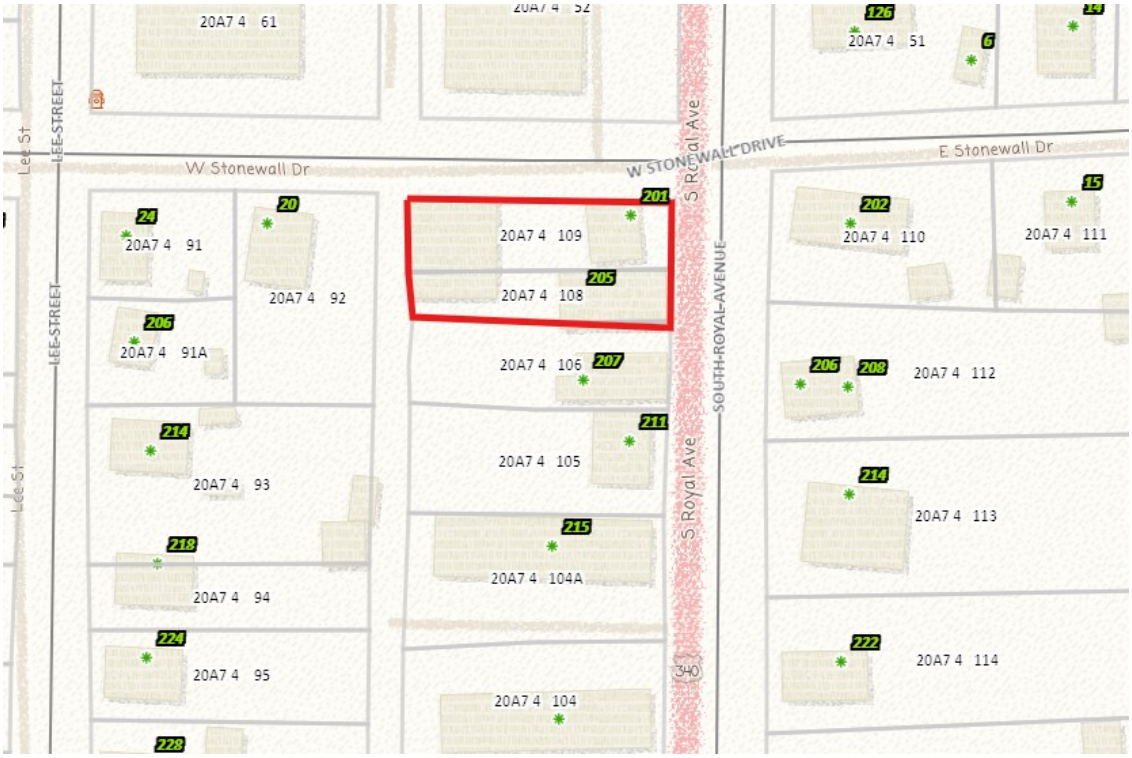
APPLICATION SUMMARY:

A Certificate of Appropriateness Application submitted by Shelly Cook/Cook Realty to construct a building to house an outdoor pizza oven behind 201/205 S. Royal Avenue, identified by Tax Map 20A7-4-108 & 109. The property is zoned C-1, Community Business District and is located in the Historic Overlay District. The building has already been erected.

GENERAL INFORMATION:

Site Addresses	201 and 205 S. Royal Avenue
Owner(s)	Cook-Knighting Realty II LLC
Zoning District	C-1, Community Business District
Historic District	Front Royal Historic Overlay District
Tax Identification	20A7-4-108 & 109
Location	The subject property is located in the southwest corner of the intersection of S Royal Avenue and W Stonewall Drive

Vicinity Map (*Warren County GIS) – 201 and 205 S. Royal Avenue*



Aerial Map (Warren County GIS) –201 and 205 S. Royal Avenue



Rear Elevation 201 and 205 S. Royal Avenue



Rear Elevation 201 and 205 S. Royal Avenue



Rear Elevation 201 and 205 S. Royal Avenue



Rear Elevation 201 and 205 S. Royal Avenue



Rear Elevation 201 and 205 S. Royal Avenue



Front Elevation - 201 S. Royal Avenue
Virginia Department of Historic Resources Reconnaissance Property Survey



Front Elevation - 205 S. Royal Avenue
Virginia Department of Historic Resources Reconnaissance Property Survey



SUPPLEMENTAL INFORMATION:

Legal Authority	The Board of Architectural Review (BAR) is established by the legal authority of Virginia Code §15.2-2306 and Sections 175-82 through 175-98 of the Town Code. The Town Code grants review authority to the BAR for major projects within the Historic Overlay District. The Historic Overlay District consists of the areas and structures identified within the Front Royal Historic District. Town Code, Section 175-82, states that the purposes of establishing the historic resource overlay areas include the following: 1. To preserve and improve the quality of life for residents of the Town of Front Royal by protecting familiar and treasured visual elements in the area. 2. To promote tourism by protecting historical and cultural resources attractive to visitors and thereby supporting local business and industry. 3. To stabilize and improve property values by providing incentive for the upkeep and rehabilitation of older structures and by encouraging desirable uses and forms of economic development. 4. To educate residents on the local cultural and historic heritage as embodied in the Historic District Overlay Areas and to foster a sense of pride in this heritage. 5. To promote local historic preservation efforts and to encourage the identification and nomination of qualified historic properties to the National Register of Historic Places and the Virginia Landmarks Register. 6. To prevent the encroachment of additions or new buildings and structures that are architecturally incongruous with their environs within areas of architectural harmony and historic character. Except where administrative review authority is granted under Section 175-89.1, and where review is exempt under Section 175-90, the BAR is responsible for reviewing major projects in the Historic Overlay District in accordance with the guidelines found under Section 175-91 of the Town Code. These guidelines are listed at the end of this report.
Historic Information	The building at 201 S Royal Avenue (circa 1880-1900) is a contributing building to the Front Royal Historic District. Below are notes about the structure, as found within the Historic District records. A full copy of the report is attached. Brief Architectural Description of Primary Resource: A late-19th-century/turn-of-century Vernacular Italianate house with an L-shaped footprint created by 2, 2.5-story intersecting gable-roofed sections. The house has a fairly high degree of elaboration, with a boxed cornice with returns, wide frieze boards, corner boards; window and door moldings with vertical members defined by chamfered profiles, and a pointed-arched window in the front-facing gable; and a 3-sided, 1-story bay in the front gable, decorated with a dentilated cornice. The front porch is in the angle created by the L-shaped configuration of the house, and has a hipped roof on Doric columns, a dentillated cornice matching that of the adjoining bay window, and below the cornice, a frieze band containing turned spindles. There is a rear porch of similar design that post-dates 1919. Brief Architectural Description of Additions and Alterations The house began with a T-shaped plan created by the 2, 2.5-story intersecting sections; between 1907 and 1912 an ell was added, taking away the original rear porch and adding one along the south side of the ell. Between 1919 and 1927 that porch was apparently enclosed and became part of the ell, and the present back porch was added.

Architectural and Historical Summary:
This resource is significant for its architectural character, which is well-preserved, and has been retained in the building's successful adaptation to commercial purposes. The house has an important location at the intersection of S. Royal Avenue and Stonewall Drive, and terminates a row of 3 houses of similar age and form; among these, this property is the most architecturally significant and appears best-preserved. It is a good example of the late-19th-century/turn-of-century vernacular L-shaped house found in Front Royal.

The building at 205 S Royal Avenue (circa 1950-1970) is a contributing building to the Front Royal Historic District. Below are notes about the structure, as found within the Historic District records. A full copy of the report is attached.

Brief Architectural Description of Primary Resource:
This store probably dates from 1950-70, and is a modest, Vernacular Modern Commercial-style structure, probably of concrete block, with stuccoed side walls and a brick veneered front facade. The front wall has six bays, with 2 recessed entrances flanked by plate glass display windows over brick half-walls topped with wood moldings. The entrances have 1-light transoms. Above the door and window bays is a flat, wooden sign board, and the wall is topped with a molded wooden cornice that turns the corners of the front wall.

Architectural and Historical Summary:
This property represents a modest-sized, simple Vernacular Modern Commercial building that contributes to the mix of domestic and commercial architecture in this block of S. Royal Avenue.

Incentives for Rehabilitation

- Partial Real Estate Tax Exemption. Pursuant to Section 175-97 of the Town Code, owners that engage in approved rehabilitation projects have the ability to seek a 10-year tax exemption equal to the increase in assessed value resulting from the rehabilitation.

- State Tax Income Credit. The Virginia Rehabilitation Tax Credit Program allows property owners who complete a certified rehabilitation project to receive an income tax credit on 25% of their eligible expenses and an additional 20% credit through the Federal Rehabilitation Tax Credit Program.

Historic Overlay District

GUIDELINES WORKSHEET FOR BAR EVALUATION

1	The historic archaeological or architectural value and significance of a structure and its relationship to the historic value of the surrounding area.	

Guidelines	2	The age and character of the historic structure, its condition, and its probable life expectancy and the appropriateness of the proposed changes to the period or periods during which the structure was built.	
	3	The general compatibility of the site plan and the exterior design arrangement, texture and materials proposed to be used.	
	4	The view of the structure or area from a public street or road, present or future.	
	5	The present character of the setting of the structure or area and its surroundings.	
	6	The probable effect of proposed construction on trees, wooded areas, or historic sites.	
	7	Any other factors, including aesthetic factors, which the reviewing bodies deem to be pertinent.	
	8	The appropriateness of the exterior architectural features of such building or structure to the compatibility with the exterior architectural features of landmarks, buildings, or structures in the district, taking into consideration the following: a. General design. b. Character and appropriateness of design. c. Form. d. Proportion and scale. e. Mass. f. Configuration. g. Arrangement. h. Texture. i. Material. j. The permanent color of exterior materials (excluding paint). k. The relationship of such elements to similar features of structures in the immediate surroundings. l. Congruity with the character of the Historic District.	
	Additional Guidelines: • The reviewing bodies shall not adopt or impose any specific architectural style in the administration of this Article. • The reviewing bodies shall also be guided by the purposes for which landmarks, landmark sites and historic districts are designated and by the standards and considerations contained in the Secretary of the Interior's Standards for Rehabilitation. • See Demolition Review Guidelines Addendum for demolition of structures.		

STAFF COMMENTS:

The applicant is requesting permission to construct an accessory structure to house a pizza oven on the property of a contributing structure within the Towns' historic district. The structure has been completed; the applicant has been cited for failure to obtain necessary permits. The structure will be cladded in the same LP Smartside siding as the main structure.

The BAR needs to determine if the cladding and design of the structure are appropriate.

Attachments:
1) Warning Notice Dated August 21, 2024 of Work Done Without a Permit or Certificate of Appropriateness
2) Certificate of Appropriateness Application and Supporting Documents
3) Virginia Department of Historic Resources Reconnaissance Property Survey

DEPARTMENT OF PLANNING & ZONING

T: (540) 635-4236
F: (540) 631-2727

Town of Front Royal Town Hall
102 East Main Street
P.O. Box 1560
Front Royal, VA 22630-1560

August 21, 2024

Cook-Knighting Realty II LLC
65 Lee Burke Rd.
Front Royal, Virginia 22630

Re: 205 S Royal Ave.

Dear Property Owner(s):

On August 13, 2024, our office was notified by the County of Warren that work had been done without a permit on your property located at 205 S Royal Ave. regarding the installation of an outdoor pizza oven and the accessory structure housing it. On August 14, 2024, I met with you onsite to observe and document the structure at which time I informed you the structure required a zoning permit and may require Board of Architectural Review. Additionally, a Certificate of Appropriateness Application would also be required for exterior alterations, as the property sits in the Town of Front Royal' Historical District. Since that time a plat of the property was submitted indicating the structure was installed on the property line and not in compliance with the setback requirements. Warren County/Town of Front Royal Tax Records indicate this property is under your ownership. Without the proper zoning clearance, this property would be in violation of the Town of Front Royal "Town Code" as follows:

Town Code Section – 175-88	**Certificate of Appropriateness Required**
Town Code Section – 175-89.1-A.2	**Actions Requiring Administrative Review**
Town Code Section – 175-134	**Zoning Permits**

Please contact our office **no later than September 1, 2024**, regarding the work performed so that we can assist you in bringing the property into compliance with Town Code.

Sincerely,

Daniel Wells
Code Enforcement Officer
Department of Planning & Zoning

Enclosures: References from Town Code; Photo

175-88 CERTIFICATE OF APPROPRIATENESS REQUIRED (Historic District)

A. No building or structure within the Chester Street and downtown business areas of the Historic Front Royal District shall be erected, reconstructed, altered or restored unless and until an application for a certificate of appropriateness shall have been approved under the provisions of this Article.

B. No building or structure within the downtown residential area of the Historic Front Royal District or property designated as a local historic landmark shall be erected, reconstructed or undergo substantial exterior alteration unless and until an application for a certificate of appropriateness shall have been approved under the provisions of this ordinance.

C. No building existing in any designated historic district shall be demolished or removed, in whole or in part, unless and until an application or a certificate of appropriateness shall have been approved by the Board of Architectural Review.

D. No application for a certificate of appropriateness to demolish a building in any historic district shall be considered by the BAR until public hearing has been held thereon, pursuant to the notice of public hearing as required in Section 15.2-2204, Code of Virginia as amended.

175-89.1 ACTIONS REQUIRING ADMINISTRATIVE REVIEW (Historic District)

A. The following actions will require administrative review by the Zoning Administrator:

1. The razing, demolishing, or moving of a non-contributing structure or a structure which is substantially damaged to the point of being completely uninhabitable.

2. Construction of a new accessory structure less than five hundred (500) square feet in size within a designated historic district or on a site adjacent to a designated landmark site that is generally in keeping with the character of the historic district and its surroundings.

3. Substantial alteration of a non-contributing structure.

4. Any addition to a non-contributing structure, which increases the size (square footage and/or volume) of the structure by less than one hundred percent (100%) of the original structure.

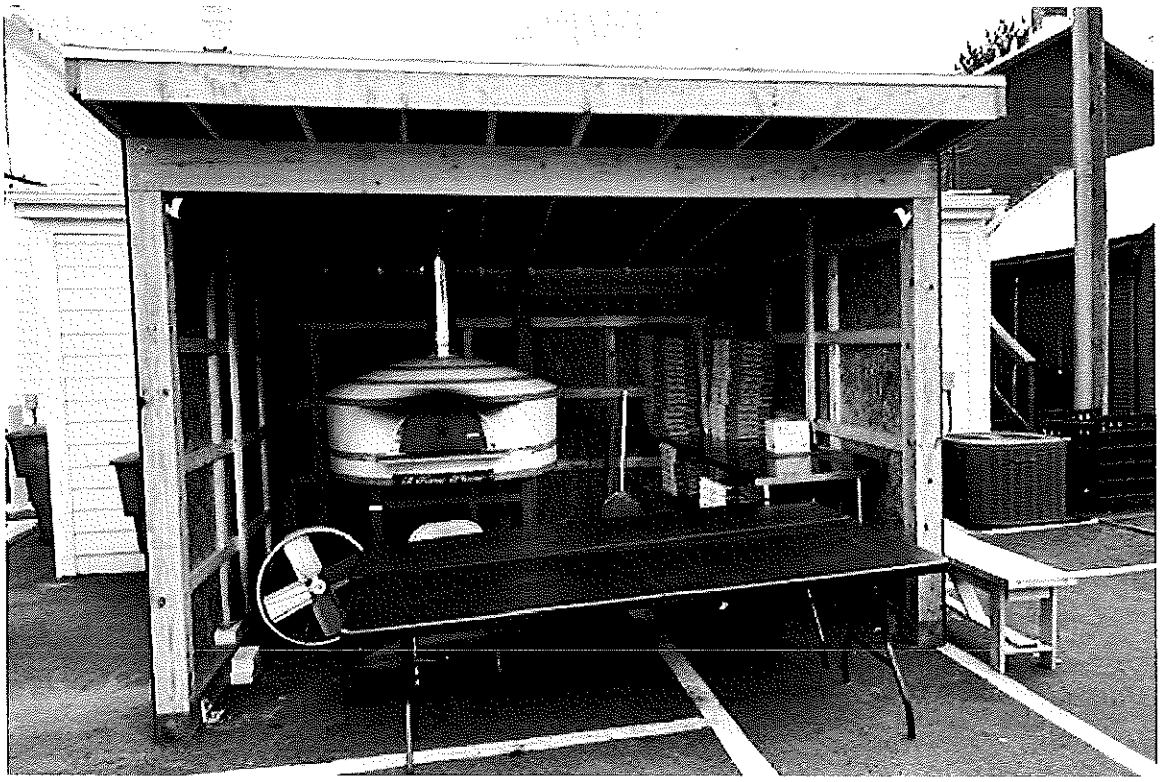
5. Landscaping, fences and signs in conformance with the design guidelines adopted in
accordance with this Article.

B. The Zoning Administrator shall be guided in his decisions by the standards and guidelines adopted by the Board of Architectural Review and shall have authority to request modifications of specific proposal in order that the proposal may comply with said standards and guidelines. In any case where the Administrator is uncertain of his authority to act on a particular application under this section or in any case where the Administrator and the applicant cannot agree on changes in the proposal, the application shall be referred to the Board of Architectural Review for action by said Board. In case of disapproval by the Administrator, the applicant may appeal the Administrator's decision within thirty (30) days thereof to the Board of Architectural Review. The Administrator shall keep a record of his decisions under this section and shall report such decisions to the Board of Architectural Review at its next regular meeting.

175-134 ZONING PERMITS

A. No buildings, structures or uses shall be started, repaired, reconstructed, enlarged or altered until after a zoning permit has been obtained from the Administrator.

B. Each application for a zoning permit shall be accompanied by three (3) copies of an adequately dimensioned drawing unless as otherwise specified. The drawing shall show the size, shape and dimensions of the parcel of land on which the building is to be constructed, as surveyed and prepared by a licensed surveyor or registered architect, the nature of the proposed use of the building or land, the location and arrangement of off-street parking, the location of such building or use with respect to the property line of said parcel of land and to the right-of-way of any street or highway adjoining said parcel of land, the developers drainage plan for properly distributing surface water and additional information as required by this chapter. Such site plan shall be prepared by a licensed surveyor or a registered engineer or architect. Any other information which the Administrator may deem necessary for the consideration of the application may be required. If the proposed building or use is in conformity with the provisions of this chapter, a permit shall be issued to the applicant by the Administrator. One (1) copy of the drawing shall be returned to the applicant with the permit. This drawing is not required for applicants who have submitted site plans in accordance with Article XIII.



RECEIVED
DEC 12 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

FRCOA #24006694

CERTIFICATE OF APPROPRIATENESS APPLICATION
TOWN OF FRONT ROYAL

☐ New Construction ☐ Rehabilitation ☐ Sign
☑ Other Accessory Structure

Application is hereby made for a Certificate of Appropriateness and is made subject to the local Historic District Ordinance, other local ordinances, and State laws which are presently in force or that may hereafter be enacted affecting or regulating thereto. The undersigned applicant agrees to these requirements which are a necessary condition for approval of this certificate.

This application for a Certificate of Appropriateness may be approved administratively in accordance with Section 175-89.1 of the Town Code.

Name of Applicant: Shelly Cook / Cook Realty
Address of Applicant: 165 Lee Burke Road
Front Royal VA
Phone Number: 5405500334 E-Mail: shellycook163@gmail.
Property in Question:
Street Address: 201/205 South Royal Avenue
Tax Map Number: _____
Historic District: ☐ Downtown Residential Area
☑ Downtown Business Area

Are there any other applications relevant to this property or the proposed modifications being considered by any other regulatory or administrative agency?
☐ Yes ☑ No If Yes, please describe:

_____
_____

PLEASE COMPLETE REVERSE SIDE

RECEIVED
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

Description of Proposal, including materials and colors used with each modification (List for foundation, walls, doors, windows, trim gutters/downspouts, roofing, sign, lighting, sidewalk, fencing and gutters as applicable) (attach separate sheets if necessary):

approx. 4x5. Accessory structure, 2 enclosed walls Composite wood siding to match main building

NOW ON ONE Plat- 205/201/10 Stonewall

Also include the following as applicable:

- ✓ Attached map with property under consideration marked
- ____ Site Plan
- ✓ Sketch, drawing, elevations
- ____ Photographs or slides showing property in question
- ✓ Materials samples

Signature of Applicant: _____ Date 8/14/24

Signature of Representative (if applicable): _____

Date 8/14/24

By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

OFFICE USE ONLY

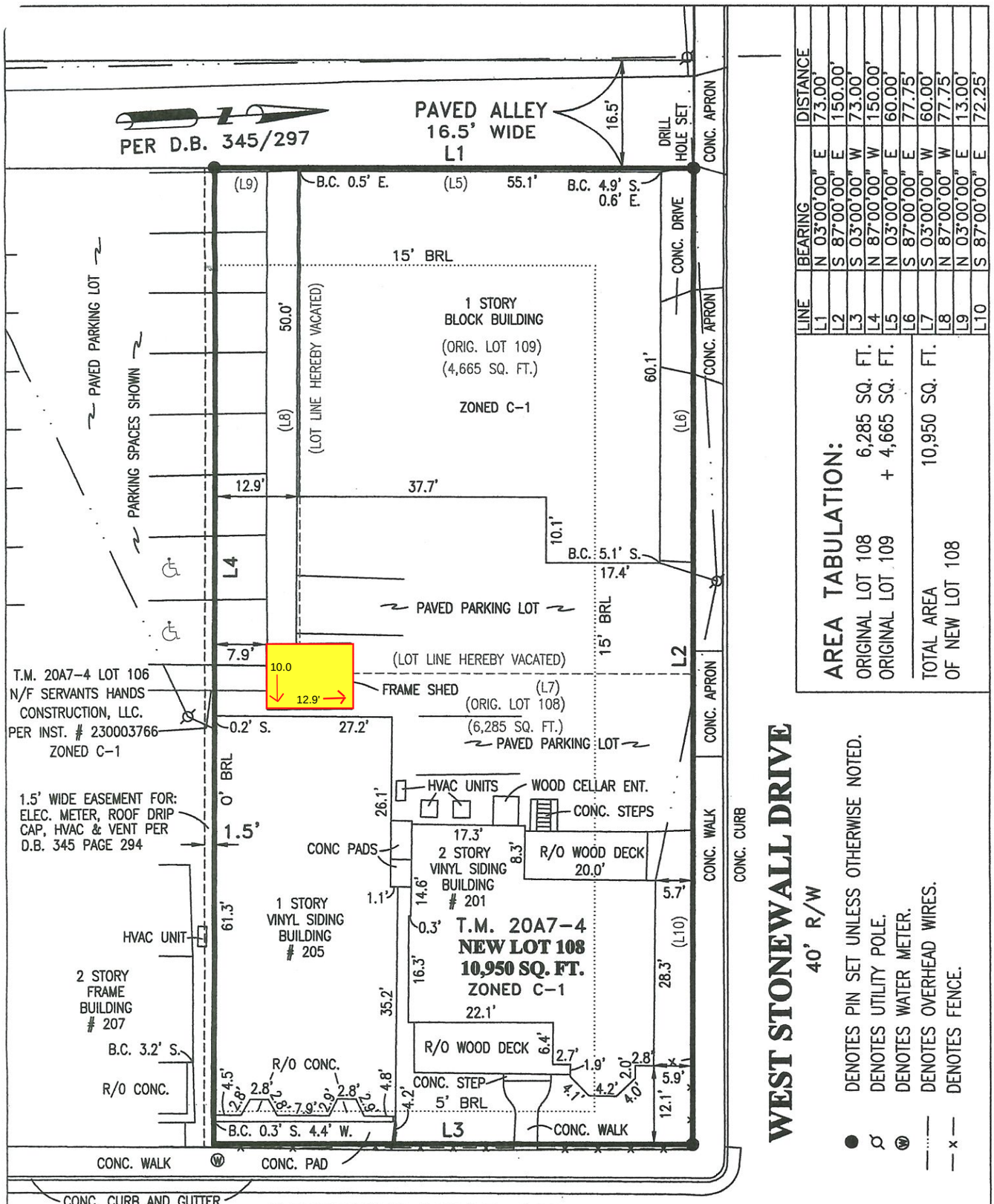
Action Taken _____

_____ _____

Zoning Administrator Date

Application Fee ~~$50.00~~ Pd 100.00(x2) by C/C 12-12-24

6-25-19



LINE	BEARING	DISTANCE
L1	N 03°00'00" E	73.00'
L2	S 87°00'00" E	150.00'
L3	S 03°00'00" W	73.00'
L4	N 87°00'00" W	150.00'
L5	N 03°00'00" E	60.00'
L6	S 87°00'00" E	77.75'
L7	S 03°00'00" W	60.00'
L8	N 87°00'00" W	77.75'
L9	N 03°00'00" E	13.00'
L10	S 87°00'00" E	72.25'

AREA TABULATION:

ORIGINAL LOT 108	6,285 SQ. FT.
ORIGINAL LOT 109	+ 4,665 SQ. FT.
TOTAL AREA OF NEW LOT 108	10,950 SQ. FT.

WEST STONEWALL DRIVE
40' R/W

- ● DENOTES PIN SET UNLESS OTHERWISE NOTED.
- ø DENOTES UTILITY POLE.
- Ⓦ DENOTES WATER METER.
- —·—·— DENOTES OVERHEAD WIRES.
- —x— DENOTES FENCE.

SOUTH ROYAL AVENUE
VARIABLE WIDTH R/W

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DERIVATION OF TITLE TO: COOK KNIGHTING REALTY II, LLC
PER INST. # 220006361.

GRANTEE ADDRESS: 65 LEE BURKE RD. FRONT ROYAL, VA. 22630

PLAT REF: D.B. 345 PG. 297.

SUBJECT PARCELS SITUATED OUTSIDE
THE LIMITS OF THE FEMA FLOOD ZONE.
PROPERTY ZONED C-1.

0 20 40

SCALE 1" = 20'

COMMONWEALTH OF VIRGINIA
JOSEPH G. BROGAN, JR.
Lic No. 3209
11/8/24
LAND SURVEYOR

LOT CONSOLIDATION SURVEY OF TAX MAP 20A7-4
LOT 108 AND LOT 109 OF THE
COOK-KNIGHTING REALTY II, LLC PROPERTY
FORK MAGISTERIAL DISTRICT

TOWN OF FRONT ROYAL
WARREN COUNTY, VA.

PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578,
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
NOVEMBER 8, 2024



VIRGINIA DEPARTMENT OF HISTORIC RESOURCES
PROPERTY SURVEY FORM
RECONNAISSANCE LEVEL

IDENTIFICATION INFORMATION

VDHR File # 112-0055-171

Property Name:
Address 201 South Royal Avenue

NR Property Category: Building
Wuzit: Antiques Store

Tax Code:	Section	Parcel
	7-4	109

County/City: Warren
USGS Map: USGS Quad: Front Royal

ADDRESS/LOCATION INFORMATION

Address: 201 South Royal Avenue Street
State and U.S. Routes 55 & 340 Town Street
Vicinity of: Municipality: Town of Front Royal ZIP: 22630

PROPERTY CLASSIFICATION INFORMATION

Property Boundaries:
Ownership: Private

RESOURCE COUNT -

#	Category	Contributing?	
			TOTAL: 1
1	Building	Contributing	
			Contrib: 1
			Non-Contrib: 0

WUZIT COUNT -

#	Wuzit	Contributing?	
			TOTAL: 1
1	Antiques Store	Contributing	
			Contrib: 1
			Non-Contrib: 0

RESOURCE - GENERAL DESCRIPTIVE INFORMATION

Resource Level:
Estimated Construction Date: 1880-1900
Source of Date: site visit/map
Physical Status: Existing
Condition: Good
Threat: None Known
Degree of Historic Integrity:

PRIMARY RESOURCE RECONNAISSANCE DESCRIPTION

Architectural Style/Derivative: Vernacular Italianate
# of Stories: 2.5 # of Bays Wide: 5 # of Bays Deep: 2

Component	#	Form/Treatment	Material	Matr'l Treatment
Chimneys		Interior End	Brick	Corbelled Caps
Chimneys		Interior	Brick	Corbelled cap
Foundation		masonry	Stone	rough-faced blocks
Porch		Front	Wood	1-story, 2-bay
Roof		Intersect. gables	Metal	Standing seam
Walls		frame	Wood	German siding
Windows		double-hung sash	Wood	2-over-2

Brief Architectural Description of Primary Resource:

A late-19th-century/turn-of-century Vernacular Italianate house with an L-shaped footprint created by 2, 2.5-story intersecting gable-roofed sections. The house has a fairly high degree of elaboration, with a boxed cornice with returns, wide frieze boards, corner boards; window and door moldings with vertical members defined by chamfered profiles, and a pointed-arched window in the front-facing gable; and a 3-sided, 1-story bay in the front gable, decorated with a dentilated cornice. The front porch is in the angle created by the L-shaped configuration of the house, and has a hipped roof on Doric columns, a dentillated cornice matching that of the adjoining bay window, and below the cornice, a frieze band containing turned spindles. There is a rear porch of similar design that post-dates 1919.

Brief Architectural Description of Additions and Alterations

The house began with a T-shaped plan created by the 2, 2.5-story intersecting sections; between 1907 and 1912 an ell was added, taking away the original rear porch and adding one along the south side of the ell. Between 1919 and 1927 that porch was apparently enclosed and became part of the ell, and the present back porch was added.

Brief Architectural Description of Secondary Resources:

Potentially Contributes to Historic District:

N/A

Potentially Associated with NR Multiple Property:

Architectural and Historical Summary:

This resource is significant for its architectural character, which is well-preserved, and has been retained in the building's successful adaptation to commercial purposes. The house has an important location at the intersection of S. Royal Avenue and Stonewall Drive, and terminates a row of 3 houses of similar age and form; among these, this property is the most architecturally significant and appears best-preserved. It is a good example of the late-19th-century/turn-of-century vernacular L-shaped house found in Front Royal.

BIBLIOGRAPHY

Type of Record	Citation
Map	Sanborn Map Company

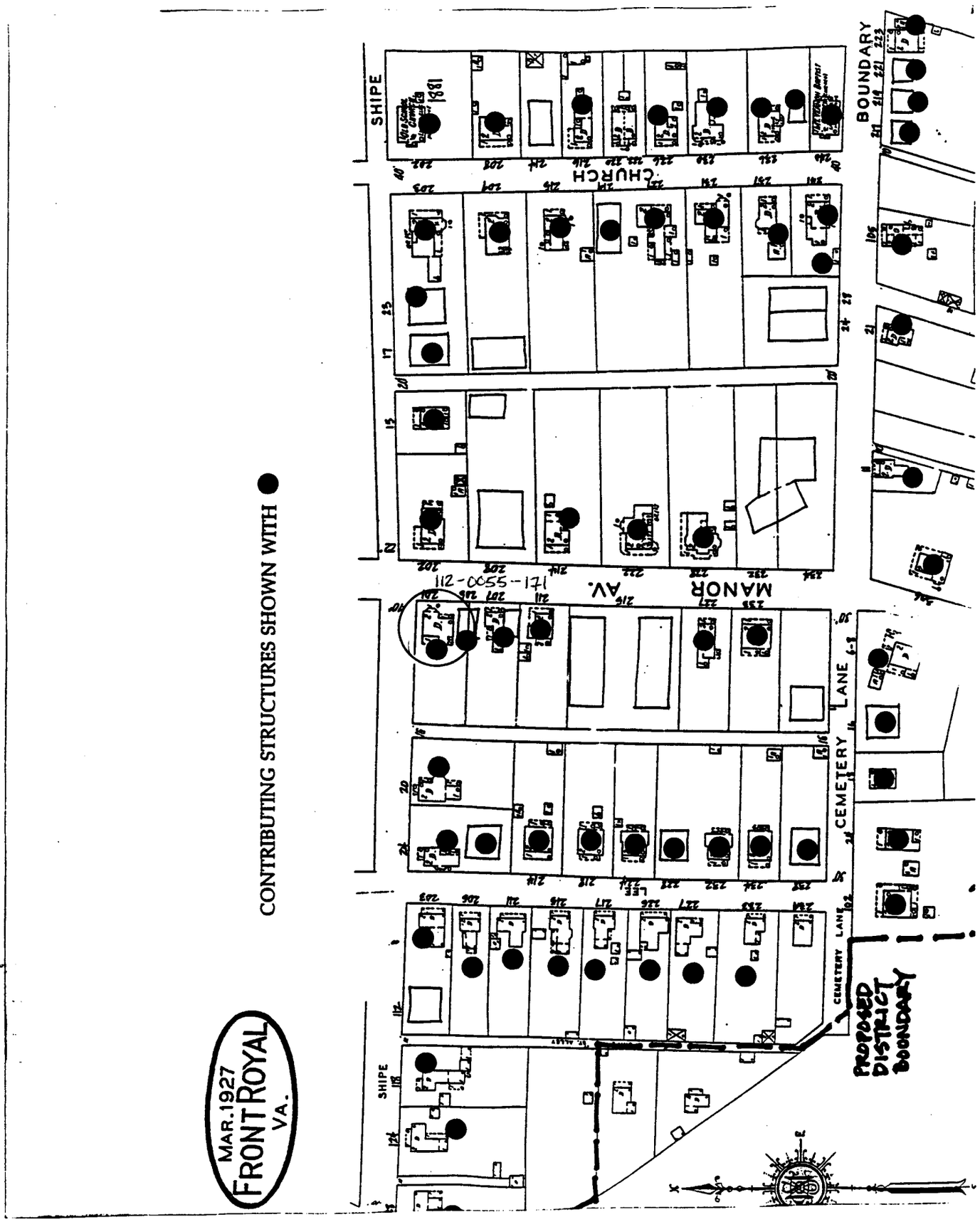
PHOTOGRAPHIC/DRAWINGS DOCUMENTATION

Media	VDHR Neg #	Frames	Date
B&W 35mm photos	12587	34 - 0	2/ 2/1993

CRM MANAGEMENT EVENTS

CRM Event	Agency/Organization	Date
Reconnaissance Survey	Pres. Assoc. of VA/Smead	2/ 3/1993

TOWN OF FRONT ROYAL



PRESERVATION ASSOCIATES

1993-94

NTS


Florist

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES
PROPERTY SURVEY FORM
RECONNAISSANCE LEVEL

IDENTIFICATION INFORMATION

VDHR File # 112-0055-170

Property Name:
Address: 205 South Royal Avenue
Current: Donahoe's Florist

NR Property Category: Building
Wuzit: Florist's Shop

Tax Code:	Section	Parcel
	7-4	107/108

County/City: Warren
USGS Map: USGS Quad: Front Royal

ADDRESS/LOCATION INFORMATION

Address: 205 South Royal Avenue Street
State and U.S. Routes 55 & 340 Town Street
Vicinity of: Municipality: Town of Front Royal ZIP: 22630

PROPERTY CLASSIFICATION INFORMATION

Property Boundaries:
Ownership: Private

RESOURCE COUNT -

#	Category	Contributing?
		TOTAL: 2
2	Building	Contributing
		Contrib: 2
		Non-Contrib: 0

WUZIT COUNT -

#	Wuzit	Contributing?
		TOTAL: 2
1	Florist's Shop	Contributing
1	Warehouse	Contributing
		Contrib: 2
		Non-Contrib: 0

RESOURCE - GENERAL DESCRIPTIVE INFORMATION

Resource Level:
Estimated Construction Date: 1950 -70
Source of Date: site visit/map
Physical Status: Existing
Condition: Good
Threat: None Known
Degree of Historic Integrity:

PRIMARY RESOURCE RECONNAISSANCE DESCRIPTION

Architectural Style/Derivative: Vernacular Modern Commercial
# of Stories: 1.0 # of Bays Wide: 6 # of Bays Deep: 0

Component	#	Form/Treatment	Material	Matr'l Treatment
Chimneys		Interior Side	Brick	
Roof		Shed	Not Visible	
Walls			Brick/Stucco	
Windows		Plate glass		

Brief Architectural Description of Primary Resource:
This store probably dates from 1950-70, and is a modest, Vernacular Modern Commercial-style structure, probably of concrete block, with stuccoed side walls and a brick veneered front facade. The front wall has six bays, with 2 recessed entrances flanked by plate glass display windows over brick half-walls topped with wood moldings. The entrances have 1-light transoms. Above the door and window bays is a flat, wooden sign board, and the wall is topped with a molded wooden cornice that turns the corners of the front wall.

Brief Architectural Description of Additions and Alterations
N/A

Brief Architectural Description of Secondary Resources:

Potentially Contributes to Historic District:
N/A
Potentially Associated with NR Multiple Property:

Architectural and Historical Summary:
This property represents a modest-sized, simple Vernacular Modern Commercial building that contributes to the mix of domestic and commercial architecture in this block of S. Royal Avenue.

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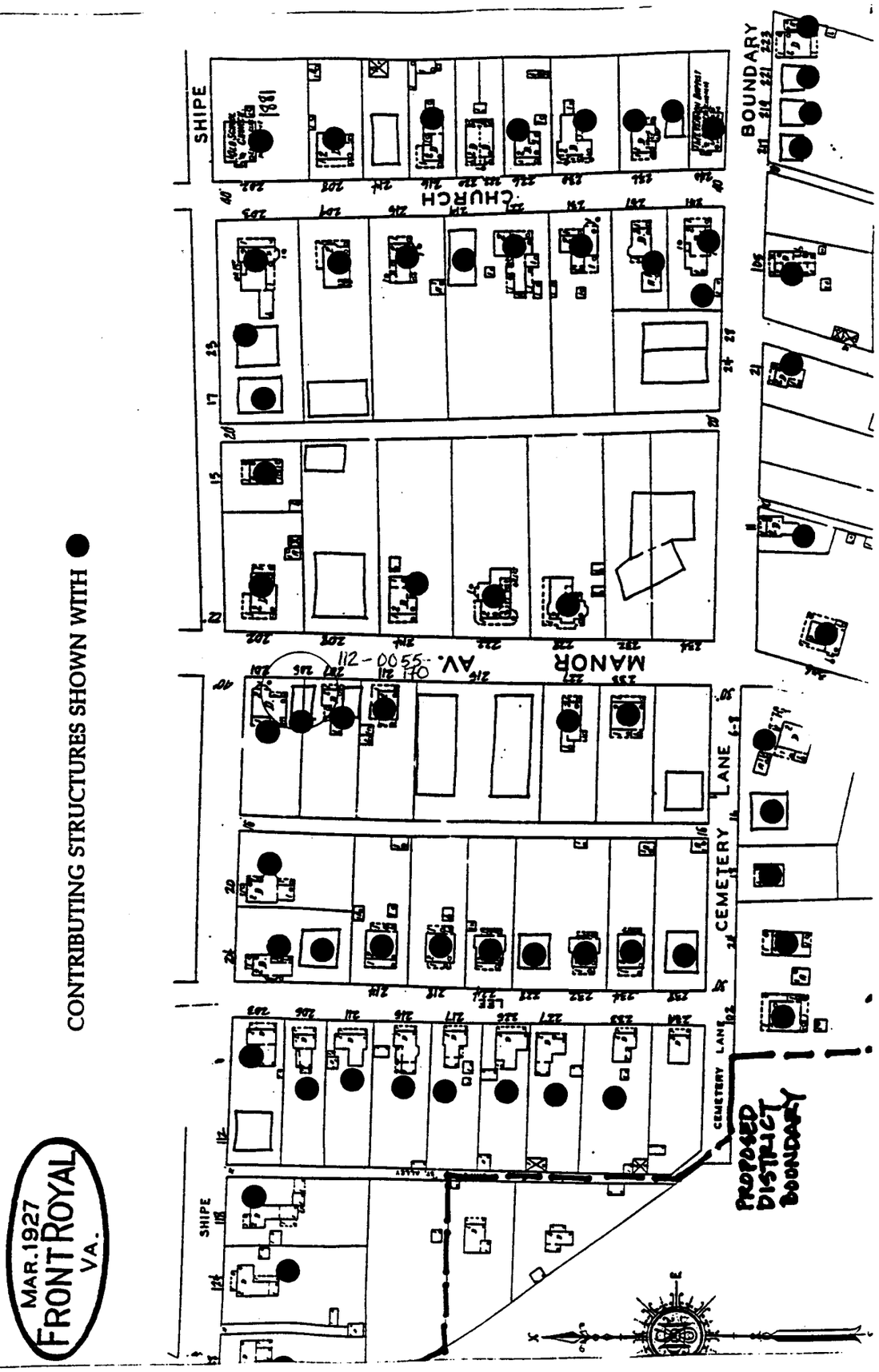
PHOTOGRAPHIC/DRAWINGS DOCUMENTATION

Media	VDHR Neg #	Frames	Date
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B&W 35mm photos	12588	10 - 0	2/ 3/1993

CRM MANAGEMENT EVENTS

CRM Event	Agency/Organization	Date
Reconnaissance Survey	Pres. Assoc. of VA/Smead	2/ 3/1993

TOWN OF FRONT ROYAL



CONTRIBUTING STRUCTURES SHOWN WITH ●

PRESERVATION ASSOCIATES

1993-94

NTS




Donahoe's
Florist

COA APPLICATION #2400710 – A CERTIFICATE OF APPROPRIATENESS APPLICATION SUBMITTED BY COOK REALTY/SHELLY COOK FOR EXTERIOR RENOVATIONS TO HOUSE THE FUTURE KITCHEN FOR A RESTAURANT LOCATED BEHIND 201 AND 205 S. ROYAL AVENUE, AT 10 W. STONEWALL DRIVE (ADDRESS #10 TO BE ASSIGNED) IDENTIFIED BY TAX MAP 20A7-4-108 & 109. THE PROPERTY IS ZONED C-1, COMMUNITY BUSINESS DISTRICT AND IS LOCATED IN THE HISTORIC OVERLAY DISTRICT.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE
BOARD OF ARCHITECTURAL REVIEW
JANUARY 14, 2025

APPLICATION #:

Certificate of Appropriateness Application #2400710

APPLICANT:

Cook Realty/Shelly Cook

APPLICATION SUMMARY:

A Certificate of Appropriateness Application submitted by Cook Realty/Shelly Cook for exterior renovations to house the future kitchen for a restaurant located behind 201 and 205 S. Royal Avenue, at 10 W. Stonewall Drive (address #10 to be assigned) identified by Tax Map 20A7-4-108 & 109. The property is zoned C-1, Community Business District and is located in the Historic Overlay District.

GENERAL INFORMATION:

Site Addresses	10 Stonewall Drive (address #10 to be assigned) and 205 S. Royal Avenue
Owner(s)	Cook-Knighting Realty II LLC
Zoning District	C-1, Community Business District
Historic District	Front Royal Historic Overlay District
Tax Identification	20A7-4-108 & 109
Location	The subject property is located at the intersection of W. Stonewall Drive and S Royal Avenue.

Vicinity Map (*Warren County GIS) – 10 Stonewall Drive and 205 S. Royal Avenue*



Aerial Map (*Warren County GIS) –10 Stonewall Drive and 205 S. Royal Avenue*



Front Elevation - 205 S. Royal Avenue
Virginia Department of Historic Resources Reconnaissance Property Survey



Warehouse at the rear of 205 S. Royal Avenue (to be addressed #10 Stonewall Drive)
Virginia Department of Historic Resources Reconnaissance Property Survey



Warehouse at the rear of 205 S. Royal Avenue (to be addressed #10 Stonewall Drive)
December 30, 2024



Warehouse at the rear of 205 S. Royal Avenue (to be addressed #10 Stonewall Drive)
December 30, 2024



Warehouse at the rear of 205 S. Royal Avenue (to be addressed #10 Stonewall Drive)
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December 30, 2024



Warehouse at the rear of 205 S. Royal Avenue (to be addressed #10 Stonewall Drive)
December 30, 2024



SUPPLEMENTAL INFORMATION:

Legal Authority	The Board of Architectural Review (BAR) is established by the legal authority of Virginia Code §15.2-2306 and Sections 175-82 through 175-98 of the Town Code. The Town Code grants review authority to the BAR for major projects within the Historic Overlay District. The Historic Overlay District consists of the areas and structures identified within the Front Royal Historic District. Town Code, Section 175-82, states that the purposes of establishing the historic resource overlay areas include the following: 1. To preserve and improve the quality of life for residents of the Town of Front Royal by protecting familiar and treasured visual elements in the area. 2. To promote tourism by protecting historical and cultural resources attractive to visitors and thereby supporting local business and industry. 3. To stabilize and improve property values by providing incentive for the upkeep and rehabilitation of older structures and by encouraging desirable uses and forms of economic development. 4. To educate residents on the local cultural and historic heritage as embodied in the Historic District Overlay Areas and to foster a sense of pride in this heritage. 5. To promote local historic preservation efforts and to encourage the identification and nomination of qualified historic properties to the National Register of Historic Places and the Virginia Landmarks Register. 6. To prevent the encroachment of additions or new buildings and structures that are architecturally incongruous with their environs within areas of architectural harmony and historic character. Except where administrative review authority is granted under Section 175-89.1, and where review is exempt under Section 175-90, the BAR is responsible for reviewing major projects in the Historic Overlay District in accordance with the guidelines found under Section 175-91 of the Town Code. These guidelines are listed at the end of this report.
Historic Information	The buildings (to include the warehouse at the rear of the property) at 205 S Royal Avenue (circa 1950-1970) are both contributing buildings to the Front Royal Historic District. Below are notes about the structure, as found within the Historic District records. A full copy of the report is attached. Brief Architectural Description of Primary Resource: This store probably dates from 1950-70, and is a modest, Vernacular Modern Commercial-style structure, probably of concrete block, with stuccoed side walls and a brick veneered front facade. The front wall has six bays, with 2 recessed entrances flanked by plate glass display windows over brick half-walls topped with wood moldings. The entrances have 1-light transoms. Above the door and window bays is a flat, wooden sign board, and the wall is topped with a molded wooden cornice that turns the corners of the front wall. Architectural and Historical Summary: This property represents a modest-sized, simple Vernacular Modern Commercial building that contributes to the mix of domestic and commercial architecture in this block of S. Royal Avenue.

Incentives for Rehabilitation	• Partial Real Estate Tax Exemption. Pursuant to Section 175-97 of the Town Code, owners that engage in approved rehabilitation projects have the ability to seek a 10-year tax exemption equal to the increase in assessed value resulting from the rehabilitation. • State Tax Income Credit. The Virginia Rehabilitation Tax Credit Program allows property owners who complete a certified rehabilitation project to receive an income tax credit on 25% of their eligible expenses and an additional 20% credit through the Federal Rehabilitation Tax Credit Program.		
Historic Overlay District Guidelines	**GUIDELINES WORKSHEET FOR BAR EVALUATION**		
	1	The historic archaeological or architectural value and significance of a structure and its relationship to the historic value of the surrounding area.	
	2	The age and character of the historic structure, its condition, and its probable life expectancy and the appropriateness of the proposed changes to the period or periods during which the structure was built.	
	3	The general compatibility of the site plan and the exterior design arrangement, texture and materials proposed to be used.	
	4	The view of the structure or area from a public street or road, present or future.	
	5	The present character of the setting of the structure or area and its surroundings.	
	6	The probable effect of proposed construction on trees, wooded areas, or historic sites.	
	7	Any other factors, including aesthetic factors, which the reviewing bodies deem to be pertinent.	
	8	The appropriateness of the exterior architectural features of such building or structure to the compatibility with the exterior architectural features of landmarks, buildings, or structures in the district, taking into consideration the following: a. General design. b. Character and appropriateness of design. c. Form. d. Proportion and scale. e. Mass. f. Configuration. g. Arrangement. h. Texture. i. Material. j. The permanent color of exterior materials (excluding paint). k. The relationship of such elements to similar features of structures in the immediate surroundings. l. Congruity with the character of the Historic District.	

	Additional Guidelines: • The reviewing bodies shall not adopt or impose any specific architectural style in the administration of this Article. • The reviewing bodies shall also be guided by the purposes for which landmarks, landmark sites and historic districts are designated and by the standards and considerations contained in the Secretary of the Interior's Standards for Rehabilitation. • See Demolition Review Guidelines Addendum for demolition of structures.

STAFF COMMENTS:

The applicant is proposing to clad the exterior of the warehouse structure with LP Smartside siding to match the existing siding on the main structure. The garage door is to be replaced per the application documents with a storefront door constructed of glass and steel. Windows to be replaced with black vinyl clad 50-year window by Jeld Wen.

The BAR needs to make a determination on the appropriateness of the proposed materials for siding, windows, and garage door.

Attachments: 1) Certificate of Appropriateness Application and Supporting Documents
2) Virginia Department of Historic Resources Reconnaissance Property Survey

Ickehouse

#2400710

RECEIVED
DEC 12 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

COA #

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING AND ZONING
102 EAST MAIN STREET, PO BOX 1560
FRONT ROYAL, VA 22630

Main 540-6235-4236 Fax 540-631-2727
www.frontroyalva.com

CERTIFICATE OF APPROPRIATENESS APPLICATION TOWN OF FRONT ROYAL

☐ New Construction ☒ Rehabilitation ☐ Demolition* ☐ Sign
☐ Other _____

Application is hereby made for a Certificate of Appropriateness and is made subject to the local Historic District Ordinance, other local ordinances, and State laws which are presently in force or that may hereafter be enacted affecting or regulating thereto. The undersigned applicant agrees to these requirements which are a necessary condition for approval of this certificate.

This application for a Certificate of Appropriateness may be approved administratively in accordance with Section 175-89.1 of the Town Code.

Name of Applicant: Cook Realty / Shelly Cook
Address of Applicant: 65 Lee Burke Road Front Royal

Phone Number: 5405506334 **E-Mail:** Shelly Cook 103@gmail.com
Property in Question:
Street Address: ~~65 Lee-1~~ Warehouse - 10 Stonewall / 2055 Fgl
Business Name (if applicable) _____
Tax Map Number: _____
Historic District: ☐ Downtown Residential Area
☒ Downtown Business Area

Are there any other applications relevant to this property or the proposed modifications being considered by any other regulatory or administrative agency?
☒ Yes ☐ No If Yes, please describe:
Replacing Roof w/ Metal
Creating front Door to Enter Property
Closing in and Removing Rear door -
Add wood And Paint top Black add
outDoor lighting for safety -
add windows that are currently boarded
up and Commercial Kitchen

Revised 8-20-2024

PLEASE COMPLETE REVERSE SIDE

Description of Proposal, including materials and colors used with each modification (List for foundation, walls, doors, windows, trim gutters/downspouts, roofing, sign, lighting, sidewalk, fencing and gutters as applicable) (attach separate sheets if necessary):

Please see Attached

One (1) set of material samples shall be provided together with the application.

Also include the following as applicable:

- ✓ Attached map with property under consideration marked
- ✓ Site Plan
- ✓ Sketch, drawing, elevations
- ✓ Photographs or slides showing property in question

*** NOTE: A public hearing is required for demolition work. The names and addresses of property owners immediately adjacent and opposite the property must be submitted.**

Signature of Applicant: _____ Date 12/20/24

Signature of Representative (if applicable): _____ Pd.

$100.00 Fee **BAR Review** Receipt # _____ Date 12-20-24

$200.00 Fee **Demolition of Historically Significant Structure** CK# 2593

By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

OFFICE USE ONLY

Date Received _____ BAR Meeting Date: _____

Action Taken: _____

_____

Zoning Administrator

Explanation of Changes Requested to 10 Stonewall Drive /205 South Royal Warehouse

It is my intention to create Poppy's Place in this building I am doing this to create a space for the restaurant to house our pizza oven and new grill. The current Poppy's will still be open for the bakery items but all food will be served in this new location. Our kitchen area is insufficient for our food service when creating bakery items and pizza and our lunch and breakfast.

The current warehouse is made with block and a metal roof, we would need to upgrade the electrical and plumbing and add a kitchen. The shell of the building would remain the same except to delete the roll up door in the rear (toward the parking lot) and block that in adding a standard door. We would also add back the windows that have been boarded up for years all around the building. It is my intention to put metal back on the roof and leave the current color of the building which is yellow.

The front will continue to be a roll up door but it will be glass and wood/metal as is depicted in the picture. It is my intention to keep everything else the same except to drywall the interior walls for insulation.

The front facade will be almost exactly as pictured in the exhibit .



"Typical"

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES
PROPERTY SURVEY FORM
RECONNAISSANCE LEVEL

IDENTIFICATION INFORMATION

VDHR File # 112-0055-170

Property Name:
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Wuzit: Florist's Shop

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	7-4	107/108

County/City: Warren
USGS Map: USGS Quad: Front Royal

ADDRESS/LOCATION INFORMATION

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Vicinity of: Municipality: Town of Front Royal ZIP: 22630

PROPERTY CLASSIFICATION INFORMATION

Property Boundaries:
Ownership: Private

RESOURCE COUNT -

#	Category	Contributing?
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		Contrib: 2
		Non-Contrib: 0

WUZIT COUNT -

#	Wuzit	Contributing?
		TOTAL: 2
1	Florist's Shop	Contributing
1	Warehouse	Contributing
		Contrib: 2
		Non-Contrib: 0

RESOURCE - GENERAL DESCRIPTIVE INFORMATION

Resource Level:
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Source of Date: site visit/map
Physical Status: Existing
Condition: Good
Threat: None Known
Degree of Historic Integrity:

PRIMARY RESOURCE RECONNAISSANCE DESCRIPTION

Architectural Style/Derivative: Vernacular Modern Commercial
# of Stories: 1.0 # of Bays Wide: 6 # of Bays Deep: 0

Component	#	Form/Treatment	Material	Matr'l Treatment
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Roof		Shed	Not Visible	
Walls			Brick/Stucco	
Windows		Plate glass		

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N/A

Brief Architectural Description of Secondary Resources:

Potentially Contributes to Historic District:
N/A
Potentially Associated with NR Multiple Property:

Architectural and Historical Summary:
This property represents a modest-sized, simple Vernacular Modern Commercial building that contributes to the mix of domestic and commercial architecture in this block of S. Royal Avenue.

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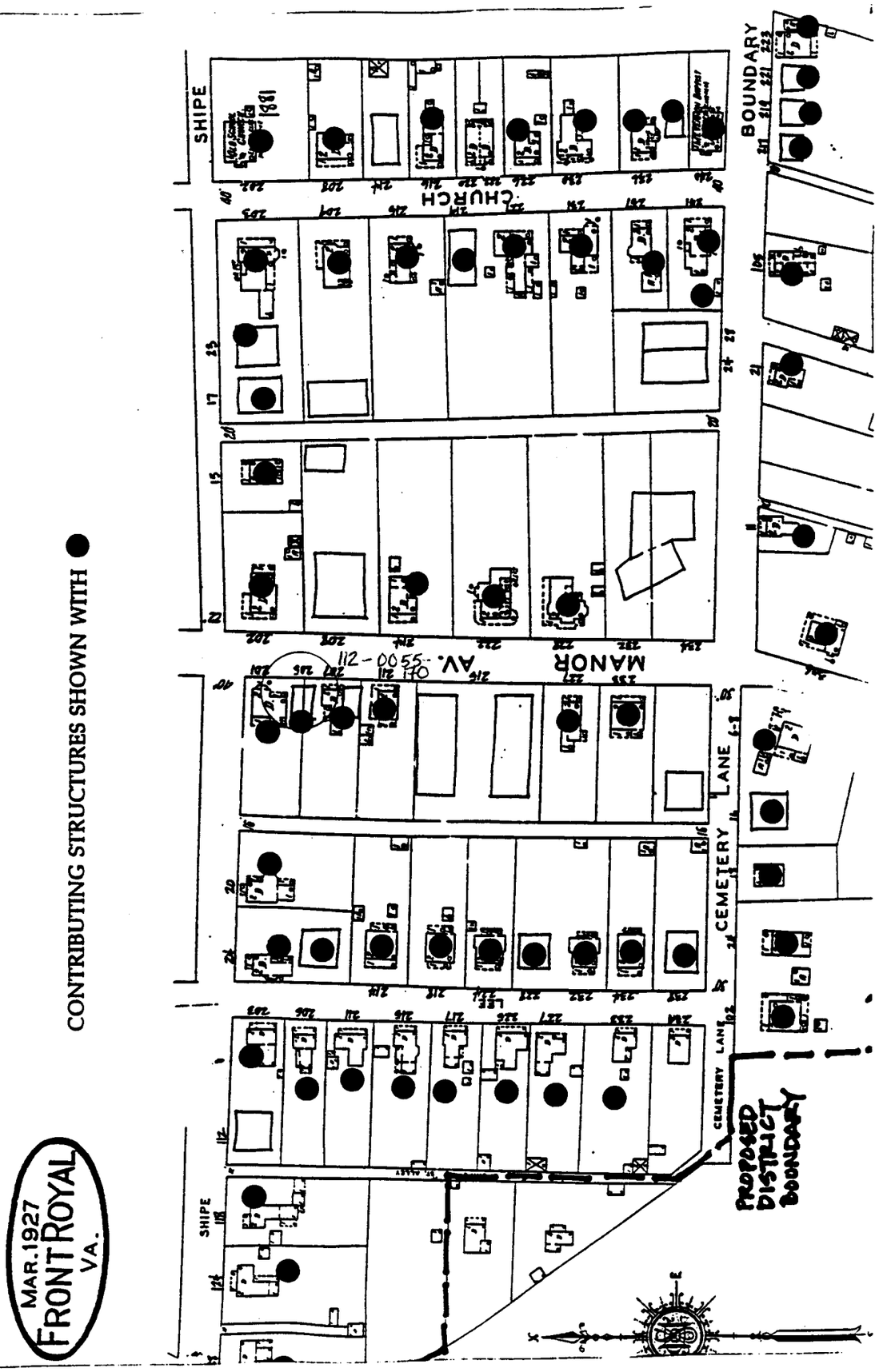
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CRM Event	Agency/Organization	Date
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TOWN OF FRONT ROYAL



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Donahoe's
Florist

