



**BOARD OF ARCHITECTURAL REVIEW
REGULAR MEETING**

Wednesday, September 9, 2026 @ 7:00 PM
Town Hall – 2nd Floor, East Conference Room

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- A. August 11, 2026 - Work Session
- B. August 11, 2026 - Regular Meeting

4. NEW BUSINESS

- A. COA Application #2600442 - A Certificate of Appropriateness (COA) Application submitted by William H. Biggs to address the deteriorated freight elevator overrun penthouse located on the roof of 500 E. Main Street.
- B. COA Application #2600466 — A Certificate of Appropriateness (COA) Application submitted by Hyo K. Bang to retain the existing 6-over-6 vinyl windows and reconstruct a front porch with a hip roof extending over the primary entrance and front windows.

5. ADJOURNMENT



A work session of the Board of Architectural Review of the Town of Front Royal, Virginia was held on August 11, 2026, in the Town Hall East Conference Room.

CALL TO ORDER

Chairman Waters called the Board of Architectural Review work session to order at 5:35 p.m.

ROLL CALL

Present: Collin Waters, Chairman
Dede Nash
Kevin Cuddeback
Teresa Henry

Absent: Ellen Aders, Vice Chairman

Staff Present: Daniel Wells, Code Enforcement/Property Maintenance Official
Connie Potter, Executive Assistant/Clerk for the Board of Architectural Review

OLD BUSINESS

- Historic District Guidelines.

On the following pages are the items discussed and the proposed changes.

840 SUSTAINABILITY (NEW)

841 Sustainability practices can extend the useful life of historic buildings, reduce operating costs,
842 and improve comfort without compromising historic character. Thoughtful integration of energy-
843 efficient systems and materials supports individual environmental goals while preserving the
844 cultural and architectural integrity of the district.

845
846 Energy Efficiency

847 Improving energy performance in historic buildings is best achieved through sensitive
848 renovations that respect historic materials and features. Weather-stripping, insulation, and storm
849 windows are often more effective and less intrusive than wholesale replacement of original
850 elements.

Deleted: retrofits

851 Standards:

852 • Renovations and new construction should incorporate energy-efficient measures where
853 compatible with historic character.

Deleted: shall

854 • Historic features such as windows and doors should not be replaced solely for energy
855 efficiency; performance upgrades such as interior storm windows and weather-stripping
856 are preferred.

Deleted: shall

857
858 Renewable Energy Systems

859 Solar panels and other renewable energy systems can support sustainability goals when carefully
860 sited. Placement on less visible roof slopes or secondary elevations reduces visual impacts.
861 Materials and finishes should minimize glare and blend with roof surfaces.

862 Standards:

863 • Solar panels and collectors shall be placed on non-character-defining roof planes, rear
864 slopes, or secondary elevations wherever feasible.

865 • Frames and supports for solar installations shall be low-profile and non-reflective.

866 • Roof-mounted equipment shall be screened or placed to minimize visibility from public
867 rights-of-way.

868
869 Materials & Resources

870 Using high-quality, durable, and responsibly sourced materials reduces long-term environmental
871 impacts. Reuse of existing materials and incorporation of recycled products help preserve
872 resources and maintain character.

876 Standards:

- 877 • Durable, long-lasting materials compatible with historic character shall be used for
878 renovations and new construction.
- 879 • Use of reclaimed or recycled materials is encouraged when visually compatible with the
880 district.
- 881 • Materials that create a false sense of history or compromise the durability of the building
882 are discouraged.

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883 ACCESSIBILITY (NEW)

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... [1]

884 Accessibility improvements allow historic buildings to remain usable and inclusive for all
885 members of the community. While compliance with modern accessibility standards is essential,
886 it must be achieved in a manner that respects and preserves character-defining features of historic
887 structures.

888

889 General Approach

890 Accessibility can often be provided through reversible solutions that minimize alteration of
891 historic fabric. When permanent modifications are necessary, they should be located and
892 designed to reduce visual impacts on primary façades. Collaboration with Town staff and code
893 officials can help balance accessibility needs with preservation requirements.

Deleted: preservation

894 Standards:

- 895 • Compliance with accessibility codes should be achieved in a manner that preserves
896 character-defining features.
- 897 • Accessibility solutions should be designed to be reversible wherever feasible.
- 898 • Permanent ramps, lifts, or other accessibility features shall be located on secondary
899 elevations whenever practicable.

Deleted: shall

Deleted: shall

900

901 Design of Ramps & Lifts

902 When ramps or lifts are required on historic buildings, their design should be simple, compatible,
903 and constructed of durable materials. They should harmonize with the building's appearance
904 without creating a false historic impression.

905 Standards:

- 906 • Ramps, lifts, and related elements shall be designed to harmonize with the building
907 through appropriate use of materials and scale.

920 • Handrails, guards, and landings shall be simple in design and avoid faux-historic
921 detailing.

922 • Barrier-free access features shall not obscure or damage character-defining features of
923 entrances or porches.

924 Deleted: ¶ [2]

925 LANDSCAPING & PLANTINGS (NEW)

926 Landscaping and plantings contribute to the overall character of the Historic District by shaping
927 the setting, enhancing streetscapes, and framing historic buildings. Thoughtful design can
928 strengthen continuity, preserve historic views, and maintain the sense of place that defines Front
929 Royal's historic core.

930
931 Landscape Character

932 Front Royal's historic streetscapes are defined by mature trees, traditional lot patterns, and open
933 front yards. Landscaping should enhance these qualities rather than obscure or compete with
934 them. New plantings should be selected for their compatibility with historic settings and their
935 ability to reinforce the district's character.

936 Standards:

- 937 • Landscaping shall complement the historic character of the property and district.
- 938 • Landscaping shall not obscure primary façades or character-defining features.
- 939 • Mature trees and historically significant plantings shall be preserved whenever possible.
- 940 • Replacement plantings shall use appropriate canopy trees and species compatible with the
941 historic setting.

942
943 Plant Selection

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Deleted: on

944 Plant species should be chosen with attention to historical precedent, climate adaptability, and
945 long-term sustainability. Invasive or inappropriate species can disrupt both the ecological
946 balance and the historic character of the district.

947 Standards:

- 948 • Plant species shall be native or historically appropriate to the region.

949 • Invasive species are discouraged. Deleted: prohibited

- Decorative plantings shall be designed to complement rather than compete with historic architecture.

- Reference the Landscape Preservation and Planting Guide (insert a link).

Fences & Walls

Fences and walls are integral landscape features that define property boundaries and frame historic buildings. Their design and materials should follow established patterns and avoid introducing incompatible modern types.

Standards:

- Fences and walls shall be consistent with the district's fence and wall standards.
- Chain-link fencing is prohibited where visible from public rights-of-way.
- Fence and wall designs shall respect prevailing patterns in height, transparency, and material.
- Reference the standards in the previous section Site Improvements.

REVIEW CHECKLIST

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... [3]

The Review Checklist provides criteria for evaluating applications for Certificates of Appropriateness. These considerations help ensure that proposed changes are consistent with the historic character of the district while allowing for necessary evolution and adaptation.

Produce a checklist here. (Mr. Cuddeback will provide.)

Evaluation Criteria

When reviewing applications, the BAR will evaluate proposals based on their impact on historic character, historic materials, architectural integrity, and compatibility with surrounding properties. The checklist provides a structured approach for decision-making and ensures consistency across reviews.

The BAR will consider the following:

- The historic and architectural value and significance of the structure and its relationship to surrounding buildings.
- The age, character, condition, and expected life of the structure, as well as the appropriateness of proposed changes to its period(s) of significance.

999 • The compatibility of the site plan, exterior design, textures, and materials within the
1000 district.

Deleted: arrangement

1001 • The views from public streets and ways, present and future.

1002 • The character of the setting and surroundings of the property.

1003 • The probable effects of the proposal on trees, wooded areas, or historic sites.

1004 • The other pertinent factors, including aesthetic compatibility.

1005 • The appropriateness of exterior features with respect to design, form, proportion, scale,
1006 mass, and configuration.

1007 Guiding Standards

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... [4]

1008 In addition to local criteria, the BAR is guided by the Secretary of the Interior's Standards for the
1009 Treatment of Historic Properties. These ensure consistency with best practices and prevent
1010 imposition of arbitrary design preferences.

Deleted: Rehabilitation

1011 Standards:

1012 • The BAR shall be guided by the Secretary of the Interior's Standards for the Treatment of
1013 Historic Properties in all reviews.

Deleted: Rehabilitation

1014 • The BAR shall not impose or require adherence to any specific architectural style.

1015

1016 MAP & CONTACTS

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... [5]

1017 Maps and contact information are included to assist property owners, architects, and contractors
1018 in navigating the Certificate of Appropriateness process. While maps provide a visual reference
1019 for the boundaries of the Historic District, contact details connect applicants with local and state
1020 resources for technical assistance and regulatory guidance.

1021

1022 Map

1023 The Historic District map illustrates the boundaries within which these guidelines apply. The
1024 map should be consulted by property owners and applicants early in the planning process to
1025 confirm whether a project falls within the review area.

1026 Standards:

1027 • A current map of the Historic District shall be included in the published guidelines.

- 1044 • The map shall be maintained by the Department of Planning & Zoning and updated as
1045 necessary to reflect district boundary changes.

1046
1047 Contacts

1048

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DRAFT



ADJOURN

Mr. Cuddeback moved, seconded by Ms. Henry to adjourn the meeting.

VOTE: Yes – Henry, Cuddeback, Nash, Waters
No – N/A
Abstain – N/A
Absent – Aders

VOICE VOTE

The meeting was adjourned at 6:57 p.m.

Approved by Board of Architectural Review
Date: _____

DRAFT



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 August 11, 2026, 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
Dede Nash
Kevin Cuddeback
Teresa Henry

Absent: Ellen Aders, Vice Chairman

Staff Present: Daniel Wells, Code Enforcement/Property Maintenance Official
Connie Potter, Executive Assistant/Clerk for the Board of Architectural Review

APPROVAL OF MINUTES

- July 14, 2026 – Regular Meeting

For BAR members did not attend the July 14, 2026, BAR meeting, Mr. Cuddeback shared the discussion the BAR held regarding Mr. Bangs application for the wood windows he replaced with vinyl windows at 507 E. Main Street. He also shared that at the July 14th meeting he discussed that Riverton is on the National Register but has no protection from the Town and he would like to start a discussion about expanding that. He stated the minutes fairly capture that.

Mr. Cuddeback moved, seconded by Ms. Henry to adopt the meeting minutes as written.

VOTE: Yes – Henry, Cuddeback
No – N/A
Abstain – Waters, Nash
Absent – Aders

ROLL CALL

Mr. Wells stated that Mr. Bang appealed the BARs decision to the Town Council and they will make a decision on the appeal at their regular meeting on August 24, 2026. Mr. Bang explained



to Town Council at their meeting in July that his contractor was supposed to ask the BAR to approve the nine (9) wood windows that face Main Street and allow him to do vinyl windows on the sides and rear of the building. The COA application did not make that request nor did the contractor request that at the July 14, 2026, BAR meeting.

Mr. Cuddeback shared that he and Vice Chairman Aders went to the Town Council meeting in July and spoke as citizens. During the time for citizen comments Mr. Cuddeback expressed to Town Council that any Town entity that interacts with people should have dialogue and negotiation with them at an initial meeting. As a private citizen he also expressed to Town Council that Boards cannot be asked to negotiate against themselves as a matter of general principle.

“As being neighborhood Kevin” Mr. Cuddeback said he had a conversation with Mr. Bang after the July Town Council meeting and he encouraged him to talk with Ms. Kopishke because he thought Town Council did not believe they were the ones to be solving the issue. Mr. Cuddeback encouraged Mr. Bang to come back to the BAR with a bigger proposal that if he put on operable wooden shutters and clone a period appropriate pyramidal 3-bay porch such as shown in the historic survey as known to have been there he could use that to start a better conversation. Mr. Bang spoke with Ms. Kopishke about this possibility.

Mr. Wells explained that Mr. Bang’s conversation with Ms. Kopishke was to construct a porch that is historically accurate.

Mr. Cuddeback stated that he encouraged Mr. Bang to propose a project solution and not just a fight over windows.

Mr. Wells reiterated that Mr. Bang had done all the work without a permit. He voiced that the wood windows that were replaced are gone and there is no option to restore those windows. The only option would be to tear out all eighteen (18) brand new vinyl windows at \$200 a piece and purchase eighteen (18) brand new wood windows that are white 6-over-6.

Chairman Waters expressed that from the beginning the applicant had been going about the project the wrong way by not pulling permits and installing the vinyl windows without BAR approval.

NEW BUSINESS

- **COA Application #2600398** – A Certificate of Appropriateness Application submitted by the County of Warren for the complete restoration of the clock tower at the Warren County Courthouse located at 1 E. Main Street.



Mr. Wells stated that Warren County did not send a representative to the meeting. The application is for the complete restoration of the clock tower at the Warren County Courthouse. The contractor will apply for all zoning permits before construction begins. Originally the County had the idea of removing the clock tower completely and not replacing it. Staff explained that idea would not “fly” because it is a significant structure and character design feature.

Valley Restoration LLC / Historic Plaster Solutions LLC were awarded the bid. The bid packet was included in the meeting packet.

Chairman Waters reviewed the proposal:

- Scrape the paint
- Clean it
- Repaint
- Replace the rotted wood work to include the decorative urns
- New copper dome
- New copper flat seam roof at the bell deck

Chairman Waters recognized that the County is working with a budget. Ideally the contractor would strip the paint completely and go back to something more appropriate. As listed in the proposal, Mad Dog primer will be used. The Mad Dog website states that the primer is vapor permeable however there is no perm reading or tech data sheet and that was a red flag to him.

Ms. Nash expressed concern that the proposed system scaffolding method is one that requires it being anchored to the building. She would like to ask that the contractor place the anchors into the joints and not the stone and that the anchor holes will be patched with an appropriate mortar when the scaffolding is removed.

After some additional discussion the following motion was made.

Mr. Cuddeback moved, seconded by Ms. Nash to approve application 2600398 on the condition that the system scaffold if anchored to the building those anchors be placed in the mortar joints and not the stone and upon disassembly the holes be patched with an appropriate color matched mortar.



VOTE: Yes – Nash, Henry, Cuddeback, Waters
No – N/A
Abstain – N/A
Absent – Aders

VOICE VOTE

OTHER

Mr. Wells explained that the Main Street Mill Restaurant located at 500 E. Main Street has the elevator equipment box (penthouse) on top of the roof. The property owner met with Planning and Zoning staff and shared that an engineer had deemed the penthouse a “Life Safety Issue.” When there is an immediate safety issue it is not required to come to the Board and is an Administrative COA to remove it. The goal as stated by the property owner is to remove the penthouse as is and place it on the ground for BAR members to take a look at and determine how he should proceed moving forward. The property owner would like to remove the penthouse and reroof the entire structure and not put the penthouse back onto the roof. Staff expressed to him that completely removing the penthouse and reroofing the structure would probably not be approved by the BAR noting that it is a prominent characteristic of downtown. The property owner stated that if it can be rebuilt he will rebuild it however his first choice is to remove the penthouse completely.

Mr. Wells noted that Chairman Waters had taken pictures of the entire structure with his drone and those pictures will be provided at the BAR meeting in September. He stated that the penthouse is not original to the building and the building has been through multiple fires. There is no documentation related to rebuilding the penthouse and based on the construction and condition it is staffs assumption that the penthouse was rebuilt due to the 1980s fire as the plywood box it is today. He stated there has always been some type of grain elevator enclosure on top of the roof.

ADJOURN

Mr. Cuddeback moved, seconded by Ms. Nash to adjourn the meeting

VOTE: Yes – Nash, Henry, Cuddeback, Waters
No – N/A
Abstain – N/A
Absent – Aders

VOICE VOTE

The meeting was adjourned at 7:47 p.m.

Approved by Board of Architectural Review
Date: _____

TOWN OF FRONT ROYAL

DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE BOARD OF ARCHITECTURAL REVIEW

September 9, 2026

CERTIFICATE OF APPROPRIATENESS APPLICATION #2600442

Applicant	William H. Biggs
Site Address	500 E. Main Street
Owner	William H. Biggs
Zoning District	C-2, Downtown Business District
Historic District	Front Royal Historic Overlay District
Tax Identification	20A8-6-B-23
Application	Removal of deteriorated elevator shaft penthouse; determination regarding reconstruction.

APPLICATION SUMMARY

A Certificate of Appropriateness (COA) Application submitted by William H. Biggs to address the deteriorated freight elevator overrun penthouse located on the roof of 500 E. Main Street. The existing penthouse has been determined by Staff to require removal due to documented structural and life-safety concerns. The purpose of the Board of Architectural Review (BAR) review is to determine whether the penthouse must be reconstructed following its removal or whether the building may permanently remain without the existing rooftop penthouse.

SITE AND HISTORIC INFORMATION

The subject property is located on the north side of East Main Street, between the Front Royal Visitor's Center and Stokes Mart. The property is zoned C-2, Downtown Business District, and is located within the Front Royal Historic Overlay District.

The subject building, constructed circa 1925, is identified as a contributing property within the Front Royal Historic District. The existing freight elevator overrun penthouse is located on the roof of the building and is visible from East Main Street and surrounding public areas.

APPLICATION HISTORY

July 31, 2026: Linton Engineering completed a Structural Condition Assessment of the existing elevator overrun penthouse. The assessment identified extensive wood rot in supporting beams and posts, deterioration of the penthouse floor structure, significant structural movement, and ineffective previous stabilization efforts. The engineer concluded that the penthouse had become a life-safety concern and recommended removal and reconstruction.

August 12, 2026: The Department of Planning & Zoning issued Zoning Approval Permit #2600443 for "Temporary Removal – Elevator Shaft Penthouse" and repair of the roof structure. The approval authorized the applicant to obtain the necessary Warren County Building Department permit for temporary removal and identified the removal as a public-safety issue pursuant to §175-95(A) of the

Town Code. The approval also specified that a Certificate of Appropriateness issued by the BAR would be required for permanent removal or reconstruction of the penthouse.

September 9, 2026: Certificate of Appropriateness Application #2600442 is presented to the BAR to determine whether the elevator penthouse must be reconstructed following its removal or whether permanent removal without reconstruction is consistent with the Town's Historic District regulations and guidelines.

LEGAL AUTHORITY

Section 175-88 of the Town Code requires a Certificate of Appropriateness for certain construction, reconstruction, alteration, restoration, demolition, or removal activities within the Historic District. Section 175-89 grants the BAR authority to review major actions and directs the Board to use the criteria and guidelines established in §175-91.

Section 175-95(A) provides that nothing in the Historic District regulations shall allow the BAR to prevent the construction, reconstruction, alteration, or demolition of exterior elements that authorized municipal officers certify as required by public safety.

Based upon the structural assessment, Staff determined that temporary removal of the existing penthouse was necessary to address documented structural and life-safety concerns. That determination was reflected in Zoning Approval Permit #2600443 issued August 12, 2026.

SCOPE OF BAR REVIEW

The existing penthouse was evaluated due to documented structural deterioration and life-safety concerns. The Zoning Administrator determined that temporary removal was necessary pursuant to §175-95(A), as reflected in Zoning Approval Permit #2600443 issued August 12, 2026. The Board's review concerns the historic-preservation treatment of the rooftop feature following removal.

The issue before the Board is whether the penthouse must be reconstructed following its removal, based on the historic-preservation criteria and guidelines applicable to the contributing property.

STRUCTURAL CONDITION

The Linton Engineering Structural Condition Assessment dated July 31, 2026 documents extensive deterioration of the existing penthouse. The engineer observed a significant skew in the structure, extensive rot in supporting wood members, deterioration of the penthouse floor structure, and prior stabilization measures that were no longer effective.

The engineer concluded that deterioration of the supporting wood members had compromised the penthouse structure and caused it to tilt toward the rear of the building. The assessment determined that the penthouse had become a life-safety issue and was beyond the point where it could be safely stabilized in place. The engineer recommended removal of the existing penthouse, repair and/or replacement of supporting beams and posts as necessary, and construction of a new penthouse.

HISTORIC OVERLAY DISTRICT GUIDELINES

The Historic Overlay District Guidelines emphasize preservation of historic architectural features and provide standards for replacement and reconstruction of deteriorated wood elements. The Guidelines state that wood elements should be replaced only when they are rotted beyond repair. Where

reconstruction is necessary, the Guidelines recommend that reconstructed elements be based upon physical or pictorial evidence from the actual building and complement the existing building in size, scale, and materials.

The Guidelines also direct the BAR to consider the compatibility of proposed changes with the historic building and surrounding district, including general design, form, proportion and scale, mass, configuration, arrangement, texture, materials, and congruity with the character of the Historic District.

STAFF ANALYSIS

The existing freight elevator penthouse is a visible exterior feature of a contributing historic building. Its permanent removal would therefore result in a change to the building's exterior architectural character. However, the submitted structural assessment provides substantial documentation that the existing penthouse has deteriorated beyond practical repair and presents a life-safety concern.

Section 175-95(A) recognizes the distinction between historic preservation review and exterior work required for public safety. The remaining question is whether the historic character of the building and district warrants reconstruction of the rooftop feature.

The remaining question is whether the historic character of the building and district requires the rooftop feature to be reconstructed after the unsafe structure is removed. The structural engineer has recommended reconstruction of a new penthouse matching the size and appearance of the existing penthouse. The Historic Overlay District Guidelines likewise support reconstruction of deteriorated elements when they are beyond repair and recommend that reconstructed features be based on the existing building.

The submitted materials do not establish that reconstruction of the penthouse is necessary for the continued use or structural integrity of the building. Accordingly, the BAR should evaluate the historic and architectural significance of the penthouse itself and the probable visual effect of its permanent removal on the contributing building and the surrounding Historic District.

BAR CONSIDERATION

Staff requests that the Board determine whether the existing elevator shaft penthouse should be reconstructed following its removal. In making that determination, the Board may wish to consider:

Historic significance: Whether the penthouse itself represents an important historic or architectural feature of the contributing building.

Visual contribution: Whether the penthouse makes a significant contribution to the building's appearance and the character of the Historic District, particularly because of its visibility from East Main Street.

Effect of permanent removal: Whether removal of the penthouse without reconstruction would constitute a significant or detrimental change to the architectural character of the building or Historic District.

Reconstruction: If reconstruction is required, whether the replacement should generally match the existing penthouse in size, scale, form, configuration, materials, and appearance, consistent with the Historic District Overlay Guidelines.

STAFF RECOMMENDATION

Staff recommends that the Board of Architectural Review determine whether permanent removal of the elevator penthouse, without reconstruction, is consistent with the historic preservation criteria and guidelines established by the Town Code.

Staff does not recommend that the Board reconsider the Zoning Administrator's determination that removal of the existing penthouse is necessary to address documented structural and life-safety concerns.

If the Board determines that reconstruction is warranted, Staff recommends that the replacement generally match the existing penthouse in size, scale, form, configuration, materials, and exterior appearance, consistent with the Historic Overlay District Guidelines.

ATTACHMENTS

Certificate of Appropriateness Application #2600442 and supporting documents

Virginia Department of Historic Resources Reconnaissance Property Survey

Linton Engineering – The Mill – Structural Condition Assessment, dated July 31, 2026

Zoning Approval Permit #2600443 – Temporary Removal – Elevator Shaft Penthouse, issued August 12, 2026

TOWN OF FRONT ROYAL
 Department of Planning and Zoning
 102 East Main Street
 PO Box 1560
 Front Royal, VA 22630

Main 540.635.4236
 Fax: 540.631.2727
planning@frontroyalva.com

Payment Type: C/C
 Date Paid: 8/11/26
 Date Received: 8/11/26
 Application Fee: \$300.00 - Pd
 Demolition of Historic Structure \$400.00
 *For Non-Profit – 25% Fee Reduction of
 Regular Fee _____ (check here)

CERTIFICATE OF APPROPRIATENESS APPLICATION (BOARD REVIEW)

☐ New Construction ☒ Rehabilitation ☐ 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.

Name of Applicant: William H Biggs

Address of Applicant: 500 E main st Front Royal, VA 22630

Phone Number: 540 671 5111 E-Mail: _____

Property in Question:

Street Address: 500 E main st Front Royal, VA 22630

Tax Map Number: ~~20A8-6-23~~ 20A8-6-23

Historic District: ☐ Downtown Residential Area
☒ Downtown Business Area

Name of Property Owner(s): William H Biggs

Address of Property Owner(s): 500 E main st Front Royal VA 22630

Phone Number: 540 671 5111 E-Mail: _____

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: _____

SYROU...
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):

Would like to remove building holding elevator gearing and roof over. If not remove building, remove gearing and replace building.

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
- ☐ Material samples (shall be provided with the application)

***NOTE: A public hearing is required for demolition work.**

Signature of Applicant: William H. Ant Date: 08/11/2026

Signature of Representative (if applicable): William H. Ant
Date: 08/11/2026

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.

RECEIVED
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

INTENSIVE SURVEY FORM

IDENTIFICATION

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VDHR IDENTIFICATION #: 112-0055-024

Property Names	

Proctor Biggs Feed Mill	Historic/Current
Front Royal Milling Company	Historic
C.C. Proctor & Sons	Historic
The Feed Mill Restaurant	Current
Royal Taxi	Current

NR Resource Type: Building
VDHR Historic Context: Industry/Processing/Extraction

ADDRESS/LOCATION

=====

Addresses	

500 East Main Street	Current

Vicinity of: Municipality: Front Royal
County/Independent City: Warren
State: VA ZIPCode 22630-
Magisterial District: Happy Creek
USGS Quad Name: FRONT ROYAL

Local Tax Code:	Section	Parcel
	20A8	006-B-23

Location: On the North Side of East Main Street, between the F.R.
Vistor’s Center and Stokes Mart.

Name of Historic District: N/A
Name of Potential Historic District: Front Royal Historic District

SITE DESCRIPTION

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Site plan on file at VDHR? Yes

Square Footage of Lot: 0

Physical Character of General Surroundings: Town
Physical Character of Immediate Setting: Commercial

Site Description Notes/Notable Landscape Features

On level site surrounded by gravel parking area, with
Southern Railway Train Station (112-0055-23) to west.

INTENSIVE SURVEY FORM

PROPERTY BOUNDARIES

=====

Verbal Boundary Description:

Acreage:0.0

Verbal Boundary Justifaction:

CLASSIFICATION AND COUNT

=====

NR Resource Type: BuildingOwnership Categories: P

NR Resource Count			
#of Resource Types	C/NC/NE		

1 Building	Contributing	TOTAL:	1
		Contrib:	1
		Non-Contrib:	0

Wuzits Type Count			
#of Wuzits Type	C/NC/NE		

1 Mill	Contributing	TOTAL:	1
		Contrib:	1
		Non-Contrib:	0

INDIVIDUAL RESOURCES DATA

=====

WUZIT: MILLC/NC: Contributing

Name: Proctor-Biggs Feed Mill

Location: Front Royal, Va.

500East Main StreetCurrent

Estimated Date of Construction: 1925ca Source: Site Visit

Physical Status: Existing
Condition: GoodThreat: None

FUNCTIONS:

Dates	Function	Explanation

1925-1981	Processing (Agricultural)	Historic/Current

EXTERIOR COMPONENT DESCRIPTION:

INTENSIVE SURVEY FORM

Component	#	Type or Form	Materials	Treatment
Door	0	Single	Metal	Paneled,6 lgt. top
Dormer	0	Gable	Wood	
Dormer	0	Hipped	Wood	
Porch	0	1-story, 3-bay	Wood	
Porch	0	1-story, 6-bay	Wood	
Roof	0	Hipped	Metal	Standing Seam
Walls	0		Concrete	Smooth
Walls	0	Masonry	Concrete	Concrete Block
Windows	0	Casement	Glass	
Windows	0	Sash, double-hung	Wood	6/6

Materials/Treatment Notes

Architectural Style/Derivation: Commercial Style

Dimensions:			
# of Stories:	3.0	Height=	0.00
# of Bays Wide:	4	Length=	0.00
# of Bays Deep:	5	Width=	0.00

Footprint: Rectangle w/ additions

Additions and Alterations Description

1-story frame (or concrete block?) restaurant/storage addition with a standing seam metal clad gable roof, measures 30'x 50.'

Interior Description

Interior Plan Type: Other
Accessed? Yes

If not, why not?:

Interior Description: The interior originally consisted of utilitarian spaces for milling machinery. Because of a 1981 fire which severely damaged the interior, most of the original floor materials are replacement. The heavy structural beams, measuring as large as 15" x 15" are still intact and enhance the present interior.The building consists of three primary floors and a basement area. All interior spaces have been repatitioned since the 1981 fire. Uses of the space vary on every floor.After the 1981 fire, a one story addition was added to the rear for additional space for first floor businesses. The Feed Mill Restaurant uses the addional space for its kitchen.

INTENSIVE SURVEY FORM

STRUCTURAL SYSTEMS AND MATERIALS:

System Element	System Type	System Material
Bearing Wall	Concrete	Original Block

Structural System Notes

According to the present owner and descendent of the mill operators, William Biggs, the upper part of the concrete walls were reinforced with Model T frame parts - used in a similar manner to re-bar.

Architectural Description

The Proctor Biggs Mill is a 3-story milling facility with poured concrete walls, and a standing seam metal-covered hipped roof. The building is flanked on its east and west sides by porches. The facade contains of industrial casement windows, and a 1-story addition provides extra space for the restaurant that now occupies most of the interior. There is one gable-roofed dormer on the addition, and a hipped-roof dormer on the street-side facade. A 1-story hip-roofed structure that tops the elevator shaft rises from the roof. The porch on the west side includes a handicap access ramp (frame).

SECONDARY RESOURCES RELATIONSHIP

HISTORICAL EVENTS

Historical Event

Date (Start to Completion): / /1889 to
Source of Information: Oral/written data
Associated Cost: 0

Brief Remarks: Earlier Mill operation in area.

Names of Associated Individuals	Association/Function
---------------------------------	----------------------

Historical Event

INTENSIVE SURVEY FORM

Date (Start to Completion): / /1921 to / /1921
Source of Information: Written Data
Associated Cost: 0

Brief Remarks: Accidental Fire

A fire occured in 1921 that was related somehow to an epileptic man who lived in the basement.

Names of Associated Individuals	Association/Function

Original Construction

Date (Start to Completion): / /1922 to / /
Source of Information: Site Visit/Written
Associated Cost: 0

Brief Remarks: Replaced mill built in 1889.

Champion Cook Proctor purchased the original mill in 1911, and Mark Reed Construction built it.

Names of Associated Individuals	Association/Function

Champion Cook Proctor	Owner
Reed, Mark	

Historical Event

Date (Start to Completion): / /1981 to / /1981
Source of Information: Written Data
Associated Cost: 0

Brief Remarks: Last recorded fire

Names of Associated Individuals	Association/Function

SIGNIFICANCE
=====

Year Built: 1925 Source of Year Built: Written Data

VDHR Historic Context: Industry/Processing/Extraction
VDHR Period Context: World War I to Present (1914 to present)

Potential for Meeting National Register Criteria:
C Architecture/Engineering

INTENSIVE SURVEY FORM

Association with Multiple Property Submission:

Potential Association with National Register Multiple Property:

Potential NR Criteria Considerations:

Property Retains Integrity of: (Yes or No)	1) Association	Yes
	2) Design	Yes
	3) Feeling	Yes
	4) Location	Yes
	5) Material	Yes
	6) Setting	Yes
	7) Workmanship	Yes

Significant Person (Criteria B):
Areas of Significance: Agriculture
Commerce

Cultural Affiliation:
Periods of Significance: 1925
1981

Significant Year and Explanation:

Year	C Reason why significant	Description of significant date
-----	-----	-----
1925	X Original Construction	
1981	Alteration	

ARCHITECTURAL AND HISTORICAL STATEMENT
=====

Since ca. 1922 the Proctor Biggs Feed Mill has served the agricultural milling needs of the Front Royal area. It replaced an earlier frame complex that burned in 1921. The milling industry in the vicinity of Happy Creek dates back to the late eighteenth century. It is an unusually substantial poured concrete building, apparently built as such in an attempt to make the building fire proof. The locally well-known contractor Mark Reed built this building and probably had a role in other concrete buildings, most notably, the foot-thick walled Chester House. The prevalence of stucco and concrete probably derives from the town's close relation to the Riverton lime industries. The building is also important for its association with agriculture-related industry in Front Royal. It is a symbol of the region's commercial and agricultural importance that lasted well into the twentieth century. The Proctor Biggs Feed Mill is one of the most prominent buildings on Main Street. The present owner has embellished the building with stylized signs and the same artist, Ms. Windrow has executed a fine mural on both first and second floors of the building. The original mills here were water powered. By the late nineteenth century they were converted to steam power and sometime after 1904 electricity was used to power roller

INTENSIVE SURVEY FORM

mills. Flour was milled in the present building until 1946, after which the primary product became livestock feed.

BIBLIOGRAPHIC DATA

Newspaper
Mellwaine, H.R.
Richmond Times-Dispatch
The copies in the file are from Mr. Biggs, the present owner. Maybe from the Richmond News Leader. Dated 11/21/22, 11/22/22, 11/28/22.

GRAPHIC DOCUMENTATION

Medium	Media ID#	Frame(s)	Date
B&W 35mm Photos	12593	17 30	2/24/1993

CURRENT OWNERSHIP INFORMATION

Owner Category:

Honorific:
Name: William Biggs
Suffix:
Title:
Company:

Mailing Address:

City: Front Royal State: VA ZIPCode:
Country: USA

Phone(s)/Extension(s):

Notes:

SURVEYOR'S NOTES

The building is an important contributing resource to the preposed Front Royal Historic District.

CULTURAL RESOURCE MANAGEMENT

INTENSIVE SURVEY FORM

Date	CRM Event	Agency/Individual	Assoc ID#
9/26/1994	Intensive Survey	Orrock, John	Data Evaluation and Entry
3/15/1993	Intensive Survey	Pres. Asssoc. of Virginia	Susan Smead and Marc Wagner

1 RECORD IN THIS REPORT

Identification Information

VDHR File No. 112-0055-024

Property Name: PROCTOR-BIGGS MILL

Wuzit: COMMERCIAL (MIXED)

Tax Code: Section Parcel

County/VA City:

Magisterial District:

USGS Map:

USGS Quad:

Address/Location Information

Address: 500 EAST MAIN STREET

Zip:

Location:

Vicinity of: Municipality:

Resource-General Descriptive Information

Resource Level

Estimated Construction Date 1921

Source of Date: OWNER

Physical Status: E

Condition: G

Threat: N.K.

Degree of Historic Integrity:

Association Y Design Y Feeling Y Location Y Material Y Setting Y
Workmanship Y

Exterior Description:

Architectural Style/Derivation: VERN/INDUS

No. of Stories: 3 No. of Bays Wide: 4 No. of Bays Deep: 5

Architectural Configuration: BLOCK w/ P. ADD 1ST

Footprint: ALL ADD.

Dimensions: Height: 48' Length: 55' Width: 35' Square Feet:

PERCH 8' X 55'

Character Defining Features:

Component	No.	Type/Form	Material	Treatment
ROOF			SSM	HIP
WALLS		Poured concrete (1 ft)		
WIN.		12 LIGHT METAL (center 6 pivots out)		
PORCHES		2 SIDE LOADING DOCKS (6 BE / 4 BW)		- ANGLE BRACKETS WITH SHIMBOLTS
PA - MCD W/D				

Architectural Style/Derivation:

Architectural Description:

Description of Additions/Alterations: 30 X 50 ADD 1950

Brief Architectural Description of Secondary Resources:

Interior Description:

Accessed: Plan Type:

Notable Interior Features:

Description:

HISTORICAL EVENTS:

Event: **Cost:** **Start Date** **Stop Date** **Source**

MODEL T FRAME RAIL REINFORCED TOP OF CEMENT WALLS

1981 - LAST FIRE

1921 - ACCIDENTAL FIRE (MAN LIVED IN BASEMENT EPILEPTIC)

Remarks/Comments: STEAM POWERED

ELEC. 1910-20 - POWER PLANT ON N FORK SHED.

INDUSTRIAL AREA ALONG RR TRACKS,

FEED ENDED 1990

LAND OWNED BY FRITZ

Bought in 1911

Historic Event Extended Notes:

S. 1921/22

CHAMPION COOK PROCTOR

ORIG. MILL 1889-1921

1922-46-48 FLOOR

MARK REED CONSTRUCTION

1946- FEED MILL

4 ST FRAME FRONT

2 ST BRICK REAR

12" X 12" CHESTNUT BEAMS (1921)

BACK SECTION 30' X 50' EXTENSION 1980

Name of Associated Individual:

Association/Function: OWNED

→ ORIG. ELEVATOR.

1912-1913 HOUSE ON W. MAIN - CHAMPION

→ BOTTOM 13' X 13' / 12' X 12' / 10' X 10"

BEAMS

1ST 2 FLOOR 12' X 2" BEAMS
→ 2ND STILL ORIGINAL

Bibliographic Information:

Photographic/Drawings Documentation:

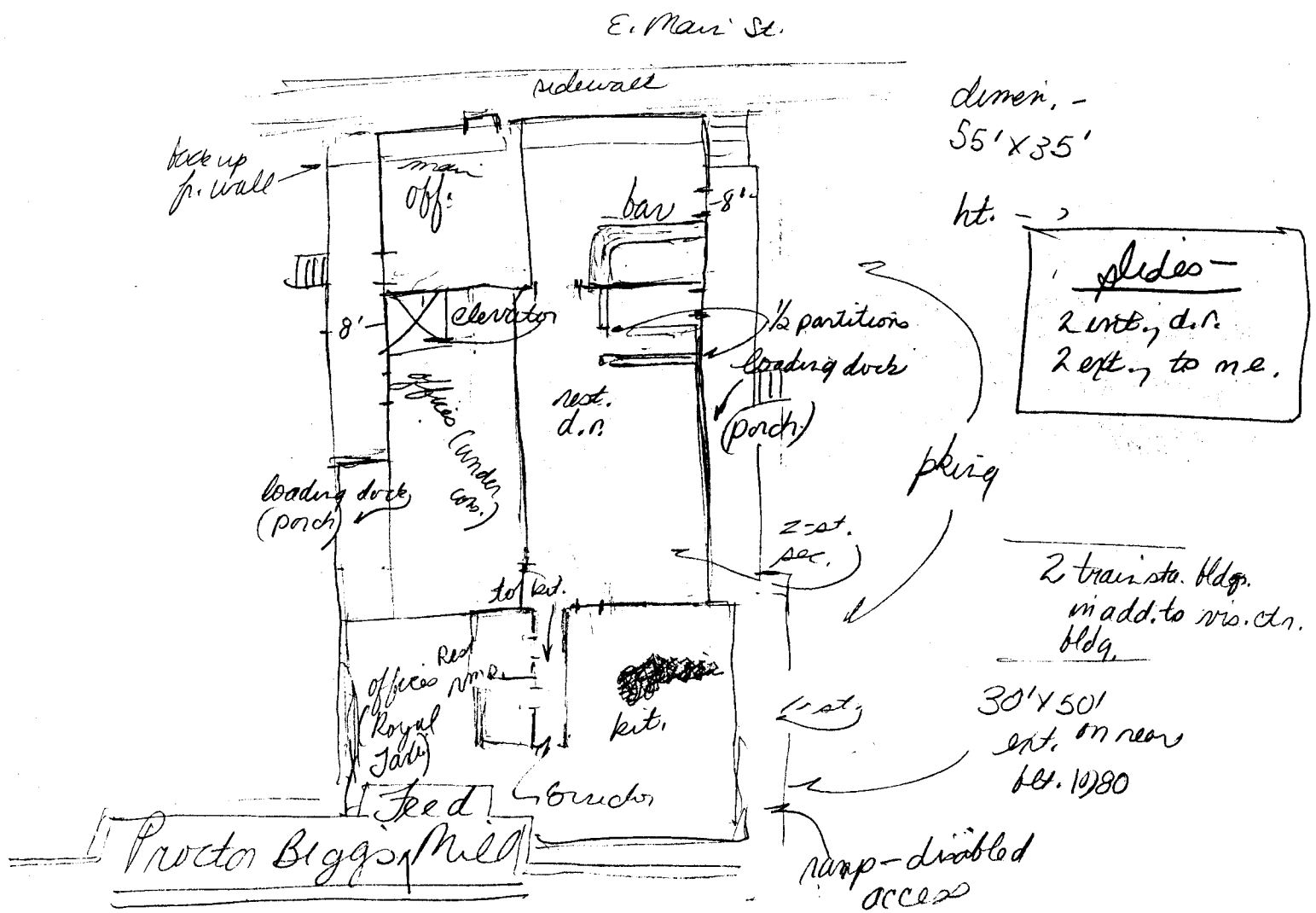
Owner Name and Address: WILLIAM BIGGS

CRM Event:

Name of Surveyor: MCW, SES

Date:

BAILEY NEAR V.F.W.
CLIFFTON MILLER OCLAPLANE, VA.
2004 2009



Older. bld. silos sep. @
Riverton - more a
"concrete man"

- bar orig. off.
- diag. poplar w/ 4+ g.
pine over

Stone bldg. by VFW
- was owned by
Baker Co.
Clifton Miller 364-2969
Belaplain, Va.
(ph. no. 10 yrs. old)



REPORT DATE: 7-31-26	REPORT NUMBER: 1	DATE OF SITE VISIT: 7-30-26
PROJECT NUMBER: 26.09.118	WEATHER/TEMP: SUNNY, 80 DEG	TIME OF SITE VISIT: 9:00 AM
To: Will Boggs – Owner Cc: Jenni Massie, David Smith		
PROJECT: The Mill – Structural Condition Assessment LOCATION: 500 East Main Street Front Royal, VA OWNER: The Mill SITE VISIT BY: David Linton, PE, Linton Engineering (LE)		
PROCEDURES All the items identified in this report and subsequent conclusions and recommendations are based only on visual observations of readily accessible structural framing elements. Visually accessible areas of the building structure were observed from the ground level of the building and at interior spaces within the building. Areas of the structure covered by existing architectural finishes were not observed because the structure could not be seen without damaging the existing finishes. It is not the purpose of this report to serve as a guarantee or warranty of the future performance of the structure. Our work is limited to the constraints inherent in visual surveys. Visual surveys cannot accurately predict future performance or detect hidden and/or latent defects. Our work is limited by what can be seen by the provided access to existing structural framing members only.		
OBSERVATIONS/ DISCUSSIONS LE/B&P visited the site to conduct a survey and structural evaluation to assess the condition of the existing freight elevator overrun penthouse. 1. When looking at the side of the building from the parking lot below, there is a significant skew evident along the base of the penthouse structure sloping away from Main Street toward the rear of the property. See Photo #1. 2. It appears that an attempt was made to add steel channels on to the face of the wood posts which cantilever above the roof to support the base of the penthouse structure, but these members are no longer connected and were not effective. Wood cross-bracing has also been installed. See Photo #2.		

3. A significant amount of wood rot was observed at the wood base structure of the penthouse which was observed via a small slit through the ladder shaft that leads to the penthouse floor. (Could not be photographed). Both the beams and supporting posts show signs of rot. The penthouse floorboards are very soft as well.
4. The penthouse floor structure has started to rot and is filled with debris. See Photo #3. The motor for the elevator is located toward the rear side of the penthouse that is sloped downward.

FINDINGS AND RECOMMENDATIONS:

1. It appears that the rot of the wood members supporting the base of the penthouse has become extensive which has compromised the entire penthouse structure causing it to tilt toward the rear of the building. The presence of the elevator motor at the rear of the penthouse floor has likely contributed to this.
2. The previously installed repairs using steel channels and wood cross bracing have not been effective in stabilizing the penthouse.
3. The penthouse has become a life-safety issue in its present condition and needs to be safely removed and reconstructed. The structure is past the point of being able to be stabilized in place and it would not be safe perform work on the structure without shoring and re-supporting the entire structure in-place , which is not feasible to achieve.
4. The recommended remedial scheme is to remove the existing penthouse from the roof, inspect the supporting penthouse structure, remove, repair, strengthen and/or replace the supporting beams and posts as needed. Once the base of the structure has been fully restored, a new penthouse structure that matches the size and appearance of the existing penthouse can then be constructed and craned on top of the strengthened base structure.



Photo 1 – Existing Penthouse tilting away from the street



Photo 2 – Ineffective steel channel braces



Photo 3 – Damaged Penthouse Floor Structure

SITE VISITORS SIGNATURE: David E. Linton, PE

Zoning Approval

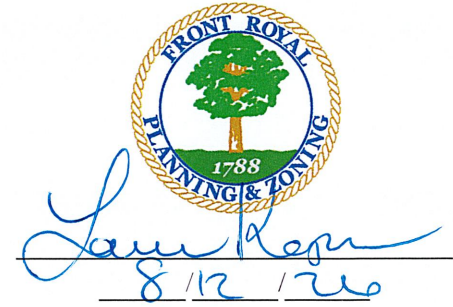
Town of Front Royal

102 E. Main Street

Front Royal, VA 22630

540-635-4236

Permit Number: 2600443



Job Location: 500 E MAIN ST

City, State, Zip: FRONT ROYAL, VA 22630-3060

Tax Map #: 20A8 6 B 23

Status: Issued

Completion Date: 08/12/2026

Plan Type: Zoning - Major Construction - Other

Work Class: Temporary Removal - Elevator Shaft

Penthouse

Expiration Date:

Request Description: Removal of Elevator Shaft Penthouse & Repair

Company Name:

Applicant Name: Biggs, William H

Address: 500 E Main St

City, State, Zip: Front Royal, VA 22630

Phone: 540-671-5111

Email: biggsw5@yahoo.com

Owner: BIGGS WILLIAM H

Address: 500 E MAIN ST

City, State, Zip: FRONT ROYAL, VA 22630-3060

Phone: 540-671-5111

Email: biggsw5@yahoo.com

REVIEW INFORMATION		Pass/Fail
Department of Planning and Zoning Review		Approved
Approved to obtain Permits from the Warren County Building Department for the "temporary removal" of the Elevator Shaft Penthouse to facilitate repairs to the Roof System of the Structure. The removal would be considered a "public safety" issue per 175-95-A. A Certificate of Appropriateness (COA) issued by the Board of Architectural Review (BAR) is required for Permanent removal or for the reconstruction of the Penthouse. A WARREN COUNTY BUILDING PERMIT IS REQUIRED for the Removal of the Structure/Penthouse.		

Contractors:

Fee	Amount	Payment Date	Amount
Zoning Permit - Commercial	\$125.00	08/11/2026	\$125.00
Accessories/Additions			
Total Fee: \$125.00		Total Paid: \$125.00	

This permit 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.

TOWN OF FRONT ROYAL

DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE BOARD OF ARCHITECTURAL REVIEW

September 9, 2026

CERTIFICATE OF APPROPRIATENESS APPLICATION #2600466

Applicant	Hyo K. Bang
Site Address	507 E. Main Street
Historic Property	The Giles Cook House
Zoning District	C-2, Downtown Business District
Historic District	Front Royal Historic Overlay District
Tax Map	20A8, Section 7, Parcel 4
VDHR File	112-0011-000
Request	Retain existing 6-over-6 windows and add a front porch with a hip roof over the entrance and windows.

APPLICATION SUMMARY

A Certificate of Appropriateness (COA) Application submitted by Hyo K. Bang to retain the existing 6-over-6 vinyl windows and reconstruct a front porch with a hip roof extending over the primary entrance and front windows. The wood shutters associated with the rehabilitation of the property have been approved administratively by the Zoning Administrator and are not part of the request before the Board.

SITE AND HISTORIC INFORMATION

The subject property is located on the north side of East Main Street in the Downtown Business Area of the Front Royal Historic District. The property is identified in the 1994 Virginia Department of Historic Resources reconnaissance survey as the Giles Cook House.

The VDHR survey identifies the property as a contributing building and describes the primary resource as an approximately 1865 Vernacular Federal residence, approximately 2.5 stories in height and five bays wide, with a gable roof and masonry walls. The survey identifies the original windows as wood, double-hung, 6-over-6 sash.

The survey also documents a one-story, three-bay, hip-roofed wood front porch with square wood posts, caps, sills, and a simple spindle or balustrade treatment. The survey states that the front porch had been removed by the time of the 1994 reconnaissance survey. The property therefore has documented physical and pictorial evidence supporting reconstruction of a front porch of this general historic form.

LEGAL AUTHORITY

Section 175-88 of the Town Code requires a Certificate of Appropriateness for construction, reconstruction, alteration, and restoration activities within the Historic District. Section 175-89 requires BAR review of major actions and substantial exterior alterations to contributing properties and directs the Board to use the criteria and guidelines established in §175-91.

Section 175-91 identifies the factors to be considered by the BAR, including the historic and architectural significance of the structure, its age and character, the compatibility of the proposed design and materials, visibility from public streets, and the general design, form, proportion, scale, mass, configuration, arrangement, texture, materials, and congruity of exterior architectural features.

HISTORIC OVERLAY DISTRICT GUIDELINES

The Historic District Overlay Guidelines are intended to supplement the Town's Historic District regulations and provide standards for construction, rehabilitation, and other work within the district.

The Guidelines recommend retaining original windows where possible and provide that replacement windows should match the architecture and historic configuration of the building. They also state that reconstruction should be based upon physical or pictorial evidence from the actual building.

The Guidelines for additions state that additions should complement the character of the historic building and use compatible materials and features. The Guidelines also recognize the importance of porches in Front Royal's historic architecture.

STAFF ANALYSIS

The existing windows were installed as 6-over-6 vinyl windows after the original wood windows were removed. The applicant acknowledges his failure to obtain BAR approval and permits for the windows. The VDHR reconnaissance survey identifies the original windows as 6-over-6 wood, double-hung sash. The existing windows therefore retain the historic six-over-six configuration, although the material differs from the documented original windows.

The application is presented after installation of the existing vinyl windows and seeks to retain them as part of a broader effort to restore the property's exterior character, including the documented historic front porch. The wood shutters have been separately approved administratively by the Zoning Administrator.

The proposed front porch is supported by the historic documentation. The 1994 VDHR survey records that the house originally had a one-story, three-bay, hip-roofed wood front porch with square wood posts and related wood details, but that the porch had subsequently been removed. The proposed work would therefore restore a documented feature of the property rather than introduce an unrelated modern addition.

The principal preservation consideration regarding the windows is that the material does not match the wood documented in the historic survey. At the same time, the existing 6-over-6 configuration is consistent with the documented historic window pattern. The BAR's consideration is therefore focused on whether the existing vinyl windows are sufficiently compatible with the historic building to remain in place and whether the proposed porch reconstruction is appropriate.

The Historic Overlay District Guidelines provide that additions should complement the character of a historic building and that reconstruction should be based on physical or pictorial evidence from the actual building. The Guidelines also recommend retaining original windows where possible and require replacement windows to be compatible in profile and style with the building's architecture. The proposed porch reconstruction is supported by the property's historic record. The window treatment should be evaluated based upon its configuration, proportion, profile, and overall compatibility with the historic building.

Staff recommends that the reconstructed porch generally follow the documented one-story, three-bay, hip-roofed configuration and be proportioned to the historic building. The proposed wood shutters should likewise be compatible with the historic character of the property. For the existing windows, the BAR may consider whether their 6-over-6 configuration and overall appearance are sufficiently compatible with the building to permit their retention as part of the broader exterior rehabilitation.

BAR CONSIDERATION

The Board should consider whether the proposed window and porch treatment is consistent with the historic character of the Giles Cook House and the Front Royal Historic District, including:

Windows: Retention of the existing 6-over-6 window configuration, which is consistent with the historic survey.

Historic porch reconstruction: Reintroduction of a documented historic front porch rather than a new feature without historical precedent.

Scale and form: Consistency of the proposed porch with the documented one-story, three-bay, hip-roofed configuration.

Materials and details: Compatibility of the porch materials, posts, roof, railing, and other visible details with the historic building.

Public view: The porch will be located on the primary elevation and will be visible from East Main Street; its design should therefore reinforce the building's historic character.

STAFF RECOMMENDATION

Staff recommends approval of Certificate of Appropriateness Application #2600466, subject to the following conditions:

- The existing 6-over-6 windows may remain and shall not be altered in a manner that substantially changes their historic configuration or appearance.
- The front porch shall generally reflect the documented historic one-story, three-bay, hip-roofed porch shown in the Virginia Department of Historic Resources reconnaissance survey, including its general scale, form, and relationship to the primary facade.
- Porch materials and visible architectural details shall be compatible with the historic character of the building. Where original details are not documented, simplified details compatible with the building shall be used.
- Final porch materials, railing details, and other exterior features shall be consistent with the approved Certificate of Appropriateness and the Historic Overlay District Guidelines.

ATTACHMENTS

Certificate of Appropriateness Application #2600466 and supporting photographs

Virginia Department of Historic Resources Reconnaissance Property Survey – 507 E. Main Street, The Giles Cook House

TOWN OF FRONT ROYAL
 Department of Planning and Zoning
 102 East Main Street
 PO Box 1560
 Front Royal, VA 22630

Main 540.635.4236
 Fax: 540.631.2727
planning@frontroyalva.com

Payment Type: CK# 1162
 Date Paid: 8/25/26
 Date Received: 8/25/26
 Application Fee: \$300.00 -pd
 Demolition of Historic Structure \$400.00
 *For Non-Profit – 25% Fee Reduction of
 Regular Fee _____ (check here)

CERTIFICATE OF APPROPRIATENESS APPLICATION (BOARD REVIEW)

☐ New Construction ☐ Rehabilitation ☐ 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.

Name of Applicant: Hyo K Bang

Address of Applicant: 41209 speckled wren ct

Aldie, VA 20105

Phone Number: 703-362-4403 E-Mail: _____

Property in Question:

Street Address: 507 E main st Front Royal VA 22630

Tax Map Number: _____

Historic District: ☐ Downtown Residential Area

☒ Downtown Business Area

Name of Property Owner(s): _____

Address of Property Owner(s): _____

Phone Number: _____ E-Mail: _____

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 8-25-2025

PLEASE COMPLETE REVERSE SIDE

RECEIVED
 AUG 25 2026
 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):

See description

Keep ~~roof~~ currently installed ~~to~~ over 6 windows + add front porch ~~to~~ with hip roof over door + windows please see photos. would need to attend ~~Dec. 8th~~ mtg.

Sept. 9th

- Applicant missed deadline due to Town Council appeal. Lauren Hippel wanted deadline

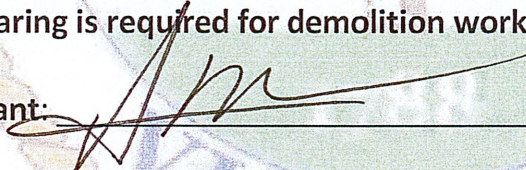
- LEX

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
- ☐ Material samples (shall be provided with the application)

*NOTE: A public hearing is required for demolition work.

Signature of Applicant:



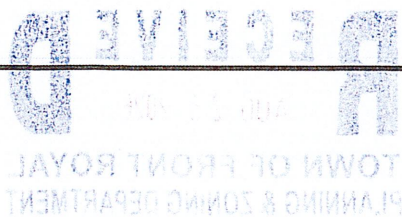
Date:

8/25/26

Signature of Representative (if applicable):

Date:

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.



Lauren Kopishke

From:
Sent: Tuesday, August 25, 2026 2:28 PM
To: Lauren Kopishke
Subject: 507



Sent from my iPhone

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES
PROPERTY SURVEY FORM
RECONNAISSANCE LEVEL

IDENTIFICATION INFORMATION

VDHR File # 112-0011-000

Property Name:
Address 507 East Main Street
Historic The Giles Cook House

NR Property Category: Building
Wuzit: House

Tax Code: Section Parcel
8-7 4

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

ADDRESS/LOCATION INFORMATION

Address: 507 East Main Street Street
Vicinity of: Municipality: Town of Front Royal ZIP: 22630

PROPERTY CLASSIFICATION INFORMATION

Property Boundaries:
Ownership: Private

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

WUZIT COUNT -		Contributing?	
#	Wuzit		
1	House	Contributing	TOTAL: 1
			Contrib: 1
			Non-Contrib: 0

RESOURCE - GENERAL DESCRIPTIVE INFORMATION

Resource Level:
Estimated Construction Date: 1865 ca
Source of Date: site visit/map
Physical Status: Existing
Condition: Fair
Threat: None Known
Degree of Historic Integrity:

PRIMARY RESOURCE RECONNAISSANCE DESCRIPTION

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

Component	#	Form/Treatment	Material	Matr'l Treatment
Foundation			brick?	
Roof		Gable	Asphalt	Shingles
Walls		masonry	Brick	5-course common
Windows		double-hung sash	Wood	6-over-6

Brief Architectural Description of Primary Resource:
A Vernacular Federal brick house, originally in the form of a single pile I-house with rear ell, with interior end chimneys, 5-bay facade with central entrance, and 1-story, 3-bay front porch. Retains essential form, and details such as boxed cornice over brickwork corbelled cornice, 2 square windows in gable end, and 6-over-6 double-hung wood sash. Has a 1-story, shed-roofed rear extension that projects at the house's east side, added since 1927.

Brief Architectural Description of Additions and Alterations
This property has been extensively altered. The interior end chimneys of brick have been removed; a door has been inserted in the east end bay on the first floor of the front wall; the roofing material is later, and a post-1927 1-story shed-roofed addition has been made to the rear of the house, which has been painted, and adapted to use as an apartment building. Finally, the front porch has been removed: it was a 1-story, 3-bay, hip-roofed wood porch, probably built c. 1880-1900, with square wood posts with caps, collars, and bases, flanked by simple curved brackets, with a balustrade of panels of sawn openwork capped by a wooden rail. In front of the house was a level yard with a circular stone-edged planting bed.

Brief Architectural Description of Secondary Resources:

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

Architectural and Historical Summary:
This building is significant as one of Front Royal's older residences, and although extensively altered, it retains its essential form and some of its details; also, its late-19th/early-20th century, pre-remuddling appearance is known. The house was built by Giles Cook, possibly before the Civil War. It is associated with the 2 houses to the east, 513 and 519 East Main Street, which were built by Giles Cook's children between 1865 and 1885.

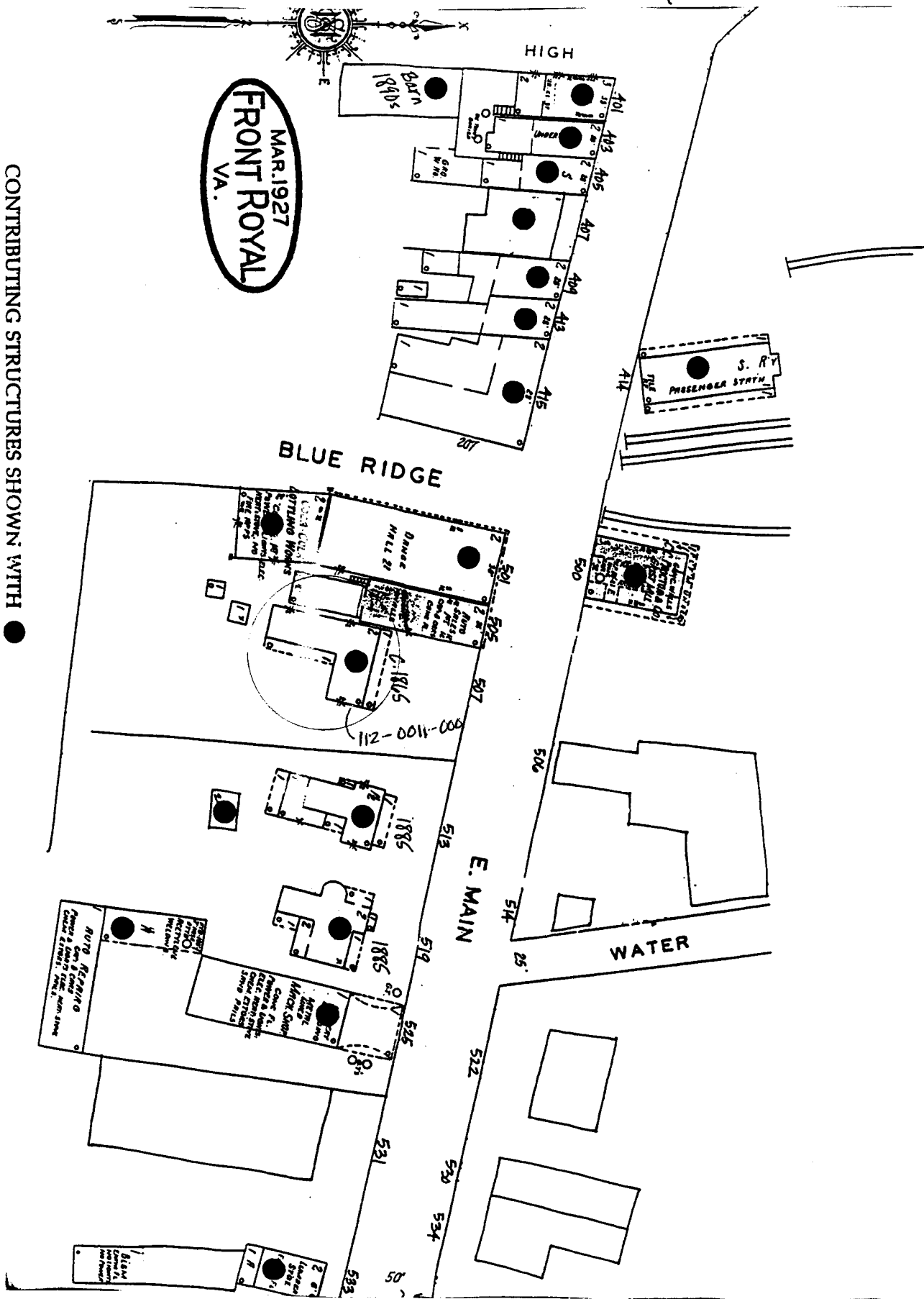
BIBLIOGRAPHY	
Type of Record	Citation
Map	Sanborn Map Company
Planning Report	Town of Front Royal Planning Dept., Map Amendments...

PHOTOGRAPHIC/DRAWINGS DOCUMENTATION			
Media	VDHR Neg #	Frames	Date
B&W 35mm photos	12584	13 - 0	1/29/1993

MANAGEMENT EVENTS

CRM Event	Agency/Organization	Date
Reconnaissance Survey	Pres. Assoc. of VA/Smead	1/29/1993

TOWN OF FRONT ROYAL



CONTRIBUTING STRUCTURES SHOWN WITH ●

PRESERVATION ASSOCIATES
OF VIRGINIA

1993-94
N.T.S.

