AGENDA
MEETING OF THE INFRASTRUCTURE COMMITTEE
TOWN COUNCIL CHAMBERS
6 E. PENNSYLVANIA AVENUE
LOVETTSVILLE, VA 20180
TUESDAY JULY 8, 2025, AT 6:30 PM

Members of the public may access and participate in this meeting in attendance at the stated location or electronically using the link or call-in number provided below:

For the Agenda, here are the zoom details:
https://us02web.zoom.us/j/82784864311?pwd=cB8O3SWtC6ch1N4nGsktxo1n7wgf4L.1
Webinar ID: 827 8486 4311 | Passcode: 916087 | Phone: (929) 205-6099 or (301) 715-8592

1. **Call to Order/Pledge of Allegiance**

2. **Roll Call**

3. **Approval of Minutes – May 13, 2025 and June 10, 2025**

4. **Updates**

5. **Discussion items**

   A. **More Policy Discussion – Memorials**
   B. **Museum upgrade and chambers renovations – Discussion**
   C. **Town Square parking design change on N Berlin Tpke/ W Broad Way Intersection – Discussion**
   D. **Update on the new projects under design contract:**
      1. **N Berlin Pike Shared Use Path**
      2. **E Broad Way Sidewalk**
      3. **S Loudoun Street School Sidewalk (pending)**

6. **Utilities Report**
7. **Project Manager's Report**
8. **Sub-committee Tree Board Updates.**

9. **Upcoming Meetings: August 12, 2025. Pending vacation plans**

10. **Adjournment**

Meeting of the Infrastructure Committee
Meeting Minutes

13 May 2025

In Attendance: Brandon Davis, Josh Gibbs, Charlie Mumaw, David Smith, Aubrey Torres, Tripp Curtis Brian Bovino
Absent: Bob Craine

Prior Meeting Minutes: Unanimously approved

Updates:

- Josh Gibbs presented the planting plan originally provided by Town Staff for the Squirkle and noted positive feedback on the open look of the Squirkle
- Infrastructure Committee was asked for its take on planting three trees on opposite ends (Oriented behind the Veterans memorial) of the Squirkle
- Town Staff noted that it opens up space to make businesses easier to spot and access
- Town Staff confirmed that the CIP provides for this work and that it would reduce long term costs associated with additional shrubbery planting
- Councilman Smith asked whether or not it was feasible to put in a water feature rather than plant trees, recalling the 2018 Comprehensive Plan
    - Noted that this plan has not been embraced by the Town Council from at least 2022 forward
    - Commissioner Torres noted that there may be interruption for gatherings and events
    - Town Staff was unsure whether or not there was sufficient water and ability to put in something like a water feature
- IC Member Bovino asked whether or not the shrubberies served as a barrier for pedestrians and acted as a safety function
    - Town Staff responded that it was originally a beautification project, spacing was going to be large, this new proposal would be easier to maintain
- *The Committee voted against a strict approval of the proposed Town Staff plan by a vote of 2-3*. (Davis and Torres for, Smith, Curits, Bovino against)
- *The Committee voted in favor of the Town Council deciding whether or not to put in a water feature and, in the alternative, simply planting trees in accordance with the Town Staff plan by a vote of 4-1.* (Davis, Torres, Smith, Curtis for, Bovino against)
    - IC Member Bovino stated that he has concerns for (i) public safety by removing the natural barriers; (ii) concerns associated with unplanned costs; (iii) long term maintenance of a water feature and (iv) feasibility of install.

Park Place Well Site Driveway Parking Lot Refurbishment

- Town Staff received bids from Escalante Trucking LLC, Resurface Inc., Pro Paver, and A&M Concrete Corp to mill and provide a route to the Park Place well
- Proposals covered options including 4 inches of stone, 4 inches of millings, 6 inches of stone, and 6 inches of millings as well as full on paving
- Escalante offered the best value on millings, which would become concrete over time
    - There is the option to add Quarter Branch milling as well

- The milling item was not, per se, in the budget but the Park Place rehab budget could provide a source of funding
- *The Committee voted in favor of awarding Escalante Trucking LLC the contract for 4 inch millings unanimously*.

Initial Policy Discussions – Memorials

- The purpose of the memorial policy was read – to give uniformity to the Town of Lovettsville's provision of memorials in honor of residents and civic groups. The intent is to unify and facilitate standards and community engagement for notable residents.
- Who? Impact residents and organizations, local notoriety, tragic events/matters, and lifetime residents.
    - Action item – Look up other localities and their standards for awarding of a memorial or public tribute
- Should? Individuals and organizations with a substantial impact on Lovettsville should be honored.
- What? The Committee discussed benches, plaques, pavers, and trees noting concerns about space limitations and aesthetics as well as ongoing costs and liabilities. Ultimately, the committee found sense in benches, plaques, and pavers or even something such as a wall where names could be engraved
    - Benches – Placement costs, who carries the installation and maintenance costs?
    - Plaques – Uniformity to other plaques in public places, low profile, but limited space
    - Pavers – Similar to the veterans pavers program, however, this would imply the use of space that may be earmarked for this *or* new paver install in walking paths
- How and How Much? A plat system would earmark specific amounts, spaces, and limit availability but be the most administratively agreeable way to take care of things. Residents currently carry the cost of placing things like benches, the Town impliedly takes on the long term maintenance and liability.
    - No conclusion as to whether or not a dedication is in perpetuity or for term
- Vetting? Town Staff would intake public request sand do a preliminary review. Infrastructure committee would vet requests and make a recommendation to the Town Council who would then vote on whether to award the memorial.
- Limits? Space, aesthetics, and crowding of public spaces
- No conclusion was reached, the Committee agreed to reflect further, spend time reviewing comparable jurisdictions, and to make this an ongoing project as the demand isn't significantly high

Street Sweeping Evaluation

- Some streets weren't cleared of cars but the town was completely swept (All things considered)
- 20,000 pounds of debris was picked up
- Community and Committee believe it looks great
- $4,500.00 to do the complete sweep
- Overall, a substantial benefit given the years between sweepings. Town Staff estimates that the clean up will prove valuable to storm drainage and public utilities

Town Hall Tree Planting Concept

- Two trees on the 24' strip the Town is acquiring
- Fruit trees, evergreen trees are contemplated
    - Fruit trees present significant problems in odor, clean up, and pest attraction
    - A decision would need to be made around 30 June
    - *The Committee unanimously directed the Tree Board to collaborate with Town Staff to encumber the remaining tree budget for the project*.

One Family Brewing Proposal at the Town Green

- One Family Brewing has requested the Town place a concrete pad on the Town Green to host a shipping container near the Walker Pavillion and provide electricity to the site. The container would be movable for One Family Brewing's commercial use when needed
- One Family Brewing would insure and operate the facility in exchange for exclusivity of beer service on the Town Green.
- The Committee noted that One Family Brewing has a serving truck, is selling its physical space in the Town of Lovettsville instead of building its brewery on the annexed property, would be facilitating private business interest in public property (Opening a potential policy problem), and liability/PR issues associated with any Town of Lovettsville design on the trailer per the email proposal.
- *The Committee voted unanimously to reject the prospect*.

Tree Board Update:

- No updates

Meeting of the Infrastructure Committee
Meeting Minutes

20 June 2025

In Attendance: Brandon Davis, Josh Gibbs, Charlie Mumaw, Bob Craine, David Smith, Aubrey Torres, Tripp Curtis Brian Bovino
Absent: None

Prior Meeting Minutes: Not provided, no action

Updates:

- Epling provided a quote to hydroseed, mulch, remove dripline irrigation, and can start within a week, one day of effort to complete, at $4,255.00.
- Commissioner Curtis raised concern that 7-8 trees in place have longevity problems
    - Further questioned the three trees on each end, proposing a cedar tree or some form of color, such as a community garden or flower bed.
- Public perception of the current Squirkle aesthetic is very positive
- No immediate resolution on the Squirkle project is needed
    - The Committee discussed adding things like lavender in certain spots for color if need be
- Budget comes from the CIP and the Tree Board will collaborate with Town Staff on tree selection.

More Policy Discussion - Memorials

- The Committee recapped the discussions on the policy to date
- Chair Davis presented the regulations and rules for public memorials proffered by Roanoke, Arlington, and Powhatan
    - Roanoke Standard – Any public facility may be named after a noteworthy public figure or official of historical, cultural significance or special benefactors of the city or a major contributor to a facility
    - Arlington – A deceased individual with a demonstrated significant public-service contribution that was sustained and had a lasting impact on the community
    - Powhatan – A honoree's contribution must have been significant to the community in some area of public service
- The Committee discussed and eventually agreed that memorial implies someone who has passed on and that the Arlington high bar standard should be applicable – this ensures that application numbers remain sustainable and Town spaces can sustain the effort, thus balancing honor and public spaces
- Commissioner Curtis raised the idea of something similar to Riverstone cemetery where individuals can dedicate a stone "paver" in a community space as a way of allowing public commemoration, a low profile, and an effort that generally avoids significant changes to aesthetic.
- The Committee discussed whether this was for 20180 residents or broader Lovettsville residents and the Arlington standard could help address that

- Discussion of long term carry costs and start up costs resulted in an agreement that low cost to entry and low cost to maintenance is preferred

More Town Hall Tree Planting Concept

- The Tree Board has been working on tree planting ideas for the property being acquired next to Town Hall
- The goal is to have something in place for America's 250th anniversary
    - Citing hardwoods or redbuds or river birch
- No recommendation or action sought, Tree Board will propose something for the next meeting

Clock Tower Repair Proposal

- Josh has sourced a clock tower company for tower rehabilitation in light of our original vendor becoming unresponsive.
- Company is from Bedford VA and specializes in clock tower repair
- Proposal in total is lower cost than Bell Foundry and includes 3 years of ongoing maintenance (But does not include parts)
- The Committee discussed that this isn't a warranty attached to a new install but ongoing maintenance of a system that has been in place for a while and, even after install, had issues shortly thereafter
    - Bell Foundry's follow-up maintenance was not provided
- *The Committee unanimously approved a contract award to the new vendor*.

Park Place Well and Quarter Branch Barn Parking Lot Rehabs After Action

- Escalante Trucking made quick work of the project
- Parking stops and shrubs are in place in front of Park Place well already
- Sign will be going up to note that the Park Place facility is a public facility
- Town opted to get Quarter Branch done for an extra $2,000.00 – qualified it as "a real bargain"
- The before and after photos are night and day improvements and provide considerably better access and safety for Town Staff and the public
- Town Staff pulled the Quarter Branch milling costs from the Quarter Branch improvement CIP

Tree Board Updates

- No updates

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MATCHLINE: SEE SHEET 3



ABBREVIATIONS

Above finished floor	AFF	Footing	FTG	Projection Screen	PS
Acoustic	ACST	Foundation	FDN	Project	PROJ
Addendum	ADD	Furnish(ed), furniture	FURN	Property	PROP
Alternate	ALT	Furring	FURR	Public Address	PA
Aluminum	AL	Gage (gauge)	GA	Quality control	QC
Angle	L	Galvanize(d)	GALV	Quality	QUAL
Approximate	APPROX	Galvanized Iron	GALVI	Quantity	QTY
Architecture, architectural	ARCH	Glazed Wall Tile	GWT	Quarry tile	QT
Asbestos	ASB	Grab Bar	GB	Radon Vent Stack	RVS
Asphalt	ASPH	Grade	GR	Rain Leader	RL
Assistant	ASST	Gravel	GVL	Received	RCVD
Association	ASSN	Gypsum Wallboard	GWB	Receptacle	RCPT
Automatic	AUTO	Gypsum	GYP	Receptionist	RECPT
Average	AVG	Handicapped	HC	Recess(ed)	REC
Base plate	BP	Hardboard	HB	Refer, reference	REF
Basement	BSMT	Hardware	HDW	Refrigerate, refrigerator	REFR
Beam	BM	Heating ventilating and	HVAC	Reinforce	REINF
Bearing	BRG	air conditioning		Reinforced concrete	RC
Bedroom	BR	Height	HGT	Remove	RMV
Benchmark	BM	High Point	HPT	Repair	RPR
Board	BD	High Performance	HP	Required	REQD
Boiler	BLR	Hollow Metal	HM	Revise, revision	REV
Bottom	BOT	Horizontal	HORIZ	Right hand	RH
Brick	BRK	Include(d), inclusive	INCL	Road	RD
Building line	BL	Incorporated	INC	Roof Drain	RD
Building	BLDG	Information	INFO	Roof	RF
Built-up-roof	BUR	Inside diameter	ID	Roofing	RFG
Cabinet	CAB	Install(ed), installation	INSTL	Room	RM
Carpet	CPT	Insulation	INSUL	Rubber tile floor	RTF
Catalog	CAT	Interior	INT	Rubber	RBR
Ceiling height	CH	Janitor	JAN	Schedule	SCHED
Ceiling	CLG	Joint	JT	Schematic	SCHEM
Center	CTR	Joist	J, JST	Scupper	SCU
Centerline	CL,℄	Junction box	JB	Section	SECT
Ceramic Tile	CT	Knock down	KD	Service	SVCE
Ceramic	CER	Laboratory	LAB	Sheet, sheeting	SHT
Chalkboard	CB	Lavatory	LAV	Shower	SH
Clear	CLR	Left Hand	LH	Siding	SDG
Closet	CLO	Left	L	Similar	SIM
Coated	CTD	Length	LG	Slope	SL
Cold rolled	CR	Level	LVL	Sound-transmission class	STC
Column	COL	Light	LT	South	S
Company	CO	Machine	MACH	Speaker	SPKR
Composition	COMP	Maintenance	MAINT	Specification	SPEC
Concrete Masonry Unit	CMU	Manager	MGR	Sprinkler	SPR
Concrete	CONC	Manual	MNL	Square	SQ
Construction joint	CJ	Manufacturing	MFG	Stainless steel	SS
Construction	CONSTR	Markerboard	MB	Standard	STD
Continue, Continuous	CONT	Masonry opening	MO	Standpipe	SP
Corridor	CORR	Masonry	MSNRY	Steel	STL
Countersink	CSK	Master bedroom	MBR	Storage	STOR
Cubic	CU	Material	MATL	Structural Glazed Facing Tile	SGFT
Curve(d)	CRV	Maximum	MAX	Structural, structure	STRUCT
Damproofing	DP	Mechanical	MECH	Substitute	SUBST
Degree	DEG	Membrane	MEMB	Surface	SURF
Department(al)	DEPT	Men	M	Suspend(ed)	SUSP
Detail	DET	Metal	MET, MTL	Suspended acoustical-tile	SATC
Diagonal	DIAG	Mezzanine	MEZZ	ceiling	
Diameter	DIA,ø	Minimum	MIN	Switch	SW
Dimension	DIM	Mirror	MIR	Symmetrical	SYM
Dishwasher	DW	Miscellaneous	MISC	System	SYS
Dispenser	DISP	Moderately Priced Dwelling Unit	MPDU	Tackboard	TB
Door	DR	Mounted	MTD	Telephone	TEL
Double	DBL	Mounting	MTG	Television	TV
Double-hung	DH	Necessary	NEC	Temporary	TEMP
Down	DN	Noise-reduction coefficient	NRC	Terrazzo	TER
Downspout	DS	Nominal	NOM	Thick	THK
Drain	DR	Non Combustible	NC, NONCOM	Through	THRU
Drawing	DWG	North	N	Toilet	T
Each	EA	Not in Contract	NIC	Tongue and groove	T&G
East	E	Not to scale	NTS	Top and bottom	T&B
Electric Water Cooler	EWC	Not available	NA	Top chord	TC
Electric, electrical	ELEC	Number	NO	Top of Masonry Parapet	TMP
Elevation	EL	Office	OFF	Top of Bearing	TOFB
Elevator	ELEV	On center	OC	Topping	TOPG
Elevator Machine Room	EMR	Opening	OPNG	Total	TOT
Engineer	ENGR	Opposite	OPP	Transformer	XFMR
Entrance	ENTR	Outside diameter	OD	Transom	TR
Equal	EQ	Overall	OA	Transparent	TRANS
Equipment	EQUIP	Overhead	OVHD	Tread	TRD
Exhaust	EXH	Page	P	Threshold	THRESH
Existing	EXIST	Painted	PTD	Typical	TYP
Expansion joint	EXP JT, E.J.	Pair	PR	Underground	UG
Exposed	EXP	Panel	PNL	Underwriters Laboratories	UL
Exterior	EXT	Partition	PTN	Unfinished	UNF
Fabricate	FAB	Percent	PCT	Unit Ventilator	UV
Face of Stud	F.O.S.	Perforate(d)	PERF	Unless Otherwise Noted	UON
Fan Coil Unit	FCU	Permanent	PERM	Urinal	UR
Fiberglass-reinforced plastics	FRP	Perpendicular	PERP	US Gypsum Company	USG
Finish	FIN	Piece	PC	Vertical	VERT
Finished Floor	FF	Plastic Laminate	PLAM	Vestibule	VEST, V
Fire Extinguisher	FE	Plastic Laminate	PLAS.LAM	Vinyl Reducing Strip	VRS
Fire Extinguisher & Cabinet	FEC	Plate	PL	Vinyl Composite Tile	VCT
Fireproof	FPRF	Plumbing	PLMB	Vinyl asbestos tile	VAT
Fixture	FXTR	Plywood	PLYWD	Wardrobe	WARD
Flange	FLG	Point	PT	Water closet	WC
Flashing	FL	Polyvinyl chloride	PVC	Waterproof	WP
Floor	FL	Precast	PRCST	Weight	WT
Floor drain	FD	Prefabricated	PREFAB	Welded	WLD
Flooring	FLG	Preliminary	PRELIM	Welded Wire Mesh	WWM
Fluorescent	FLUOR	Preparation, prepare	PREP	With	W/
		Program	PROGM	Without	W/O
				Women	W
				Wood	WD
				Wrought Iron	WI

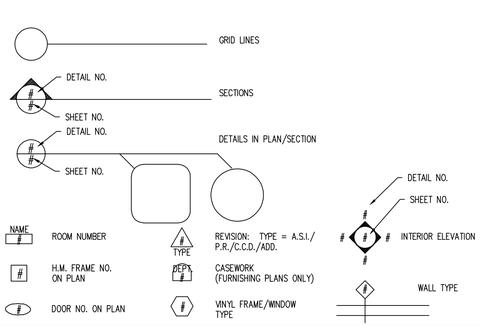
SYMBOLS OF MATERIALS

EARTH	STEEL-LARGE SCALE
GRAVEL	ALL METALS-SMALL SCALE
CONCRETE	CAST STONE
CONCRETE MASONRY UNITS	GLASS-LARGE SCALE
SOLID CONCRETE MASONRY UNITS	BATT INSULATION
BRICK	RIGID INSULATION
WOOD-FINISHED	CERAMIC TILE
WOOD ROUGH	PLASTER OR STUCCO ON METAL
PLYWOOD	PARTICLE BOARD
GYPSUM BOARD	CARPET
ACOUSTIC TILE	

NOTE:
ARCHITECT IS NOT UNDER CONTRACT FOR CONSTRUCTION ADMINISTRATION. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION ADMINISTRATION.

ARCHITECT	STRUCTURAL ENGINEERING	MECHANICAL-PLUMBING-ELECTRICAL ENGINEERING
ATAR DESIGN GROUP LLC 2241 WAGGONERS GAP RD CARLISLE, PA 17013 CONTACT: MEHDI ATAR PH: 717.701.9900 Mehdi@atardesigngroup.com	ALLIANCE ENGINEERS 12355 SUNRISE VALLEY DRIVE SUITE 220 RESTON, VA 20191 CONTACT: WILLIAM ELLIS PH: 703-749-7941 FAX: 703-749-7942 BILLY@ALLIANCEENGINEERS.com	ALLIANCE ENGINEERS 12355 SUNRISE VALLEY DRIVE SUITE 220 RESTON, VA 20191 CONTACT: BEN LEEN PH: 703-749-7941 FAX: 703-749-7942 BEN@ALLIANCEENGINEERS.com

DRAWING KEY



LOCATION MAP



PLUMBING CALCULATIONS

PLUMBING FIXTURE COUNT (VCC 2021- CHAPTER 29,TABLE 2902.1) PER FLOOR

				WC			LAVATORY		DRINKING FOUNTAIN		SERVICE SINK	
				REQ.	PROV.		REQ.	PROV.	REQ.	PROV.	REQ.	PROV.
	SF	FACTOR	POP	UNISEX	UNISEX							
ASSEMBLY	675 SF- NET	75/200	23	1	1		1	1	2	2	1	1

SHEET INDEX

ARCHITECTURE	
SHEET NUMBER	SHEET NAME
A.000	COVER SHEET
SP-01	SITE PLAN FOR INCREASED AREA ANALYSYS
A.GN.01	GENERAL NOTES AND SPECIFICATIONS
A.01-D	DEMOLITION PLAN
A.001	SLAB EDGE
A.1.00	FLOOR PLANS
A.1.01	FRONT & SIDE ELEVATIONS
A.1.02	BUILDING SECTIONS - WALL SECTION
A.1.1	DOOR AND WINDOW SCHEDULE
A.2.0	BATHROOM ENLARGED PLANS & ELEVATIONS
A.2.1	BAR ENLARGED PLAN & ELEVATIONS
A.3.0E	REFLECTED CEILING PLAN
ACC. DET1	ACCESSIBILITY DETAILS

ASSEMBLY FLOOR AREA (NET) 675/30 = 23
TOTAL OCCUPANT LOAD = 23

PROJECT DESCRIPTION

THIS PROJECT CONSISTS OF ADDING APROX. 783 SF TO AN EXISTING BUILDING WITH MODIFICATIONS AS REQUIRED TO EXISTING STRUCTURE.

PROJECT INFORMATION

PROJECT LOCATION:	4 E. PENNSYLVANIA AVE. LOVETTSVILLE, VA 20180
BUILDING OCCUPANCY CLASSIFICATION:	ASSEMBLY A3 (VA-IBC 303.4)
NUMBER OF STORIES:	1 STORY
FUNCTIONAL DESCRIPTION:	HISTORICAL SOCIETY / MUSEUM
BUILDING SQUARE FOOTAGE:	699 GROSS EXISTING S.F. 792 GROSS NEW ADDITION S.F.
TOTAL:	1491 S.F.
OCCUPANT LOAD-	ASSEMBLY FLOOR AREA 675 NET 30 sf PER OCCUPANT (VA-IBC 1004.5) 675/30 = 23
TOTAL:	
BUILDING CONSTRUCTION TYPE:	ADDITION - VB NOT SPRINKLERED PER VA-IBC 903.2.1.3
TOTAL INCREASED AREA ALLOWED UNDER CODE FOR NON SPRINKLERED TYPE VB PER VCC 506.2.1	6000 sf (VA-IBC 506.2)

CODE INFORMATION

APPLICABLE CODES AND REGULATIONS:

2021 Virginia Existing Building Code (VEBC)
2021 Virginia Construction Code (IBC)

FIRE RESISTIVE RATING - 2021 INTERNATIONAL BUILDING CODE - TABLE 601
EXISTING - NOT SPRINKLERED

BUILDING ELEMENTS

STRUCTURAL FRAME	0 HRS
BEARING WALL - EXTERIOR	0 HRS
BEARING WALL - INTERIOR	0 HRS
NON-BEARING WALLS & PARTITIONS - INTERIOR	0 HRS
FLOOR CONST. INCLUDING SUPPORTING BEAMS & JOISTS	0 HRS
ROOF CONST. INCLUDING SUPPORTING BEAMS & JOISTS	0 HRS



Atar
Design Group
Architects - Planners
Carlisle, PA 717.701.9900

LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION
4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

COVERSHEET

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

DRAWN BY: ADG
DATE: 05/30/2025
PROJECT NO. 23-1012

SHEET No.
A000

OKTOBERFEST WAY

S. CHURCH STREET

EAST PENNSYLVANIA AVE.

E 11,726,600

E 11,726,800

N 7,148,000

NORTH

BERNHART CORNER
PIN# 369-10-7761-000
2 E BROAD WAY
INSTR. 200709070066091

BERNHART CORNER LLC
PIN# 369-10-7249-000
2 TOWN SQUARE
INSTR. 200709070066093

SEEGER LAND DEVELOPMENT ONE LLC
PIN# 369-10-9044-000
6 E. BROAD WAY
INSTR. 200409080095670
BNDY PER GIS DATA

FRED LEE GEORGE III &
ANNE DECOURCY FLETCHER
PIN# 369-10-5826-000
3 S BERLIN TURNPIKE
INSTR. 201705030026767

FRED LEE GEORGE III &
ANNE DECOURCY FLETCHER
PIN# 369-10-7236-000
2 E. PENN. AVE.
INSTR. 200505130047899

TOWN OF LOVETTSVILLE
PIN# 369-10-7731-000
6 E. PENN. AVE.
DB. 526 @ PG. 369

TOWN OF LOVETTSVILLE
PIN# 369-10-8223-000
8 E. PENN. AVE.
INSTR. 201106060034257

10 E BROAD WAY STREET ST. JAMES
UNITED CHURCH OF CHRIST
PIN# 333-15-0433-000
PER GIS DATA
NO DESCRIPTION AVAILABLE

SANITARY MH
RIM = 499.08'
IN=493.10 (CO)
IN=492.70
OUT=492.64

<-15.68'-12"-CMP

12" CMP
INV=496.28'

12" CMP
INV=496.09'

<-15.20'-12"-CMP

INV=495.

12" CMP

12" CMP
INV=496.27'

DITCH

ASPHALT

CONCRETE S/W

GRASS

<-32.60'-15"-RCP @-2.48%-

INV=497.30'

INV=498.11'

INV=498.61'

IPF IN CONC MON FND

PATIO

PERGOLA

EXISTING BUILDING

DECK

RAMP

GRAVEL

FENCE

IRF

CURB INLET

SIGN

GRAVEL PARKING

CONCRETE

IPF

IPF BENT

IPF POST

EXISTING BUILDING

PROPOSED BUILDING

EXISTING BUILDING

EXISTING BUILDING

GRAVEL

WATER VALVE

BOLLARD

CONCRETE S/W

WATER METER

ASPHALT

<-120.43'-15"-CMP @-0.58%-

INV=499.31'

GRAVEL

STONE PILLAR

N 54°09'03" E

SHE

Atar
Design Group
Architects - Planners
Carlisle, PA 717.701.9900

LOVETTSVILLE HISTORICAL
SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

SITE PLAN

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

DRAWN BY: ADG

DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

SP-01

GENERAL NOTES / SPECIFICATIONS

DIVISION 1: GENERAL CONDITIONS

A. General Construction Notes

1. The Scope of Work shall be understood as information pertaining to Architectural, Civil, Structural, Mechanical, Electrical, Plumbing drawings and/or specifications created for project. The notations contained herein shall apply to not only GC/LGPA's Project Supervisor, but to every applicable SUB-CONTRACTOR as well.
2. All work shall be performed in accordance with ALL applicable codes including, but not limited to the latest adopted versions of: IRC; VUSBC; OSHA; Local City or County Amendments, if any; Applicable Mechanical Code, Electric Code, and Plumbing Code. GC/LGPA's Project Supervisor and all associated Sub-contractors shall update work contained herein based on any newly adopted or updated codes at the time of construction.
3. The conditions listed in General Conditions (Division 1) shall pertain to all construction divisions (Divisions 2-16). The terms provide, install, supply, furnish, purchase, and obtain are to be understood as being synonymous. Material selected that is "or approved equal" must be approved by GC/LGPA's PURCHASING Department or DIVISION V.P. or C.O.O. in writing, in advance of work.
4. All work and materials shall meet or exceed the quality standards listed by the following organizations: American Concrete Institute (ACI), American Institute of Electrical Engineers (AIEE), American Institute of Steel Construction (AISC), American Lumber Standards (ALS), American Plywood Association (APA), American Standards of Testing Materials (ASTM) American Welders Society (AWS), Tile Council of America (TCA), Underwriters Lab (UL).
5. All materials and products shall be installed per manufacturer's specifications. All work to be of the highest industry standards.
6. GC/LGPA's Project Supervisor and all associated Sub-contractors to obtain all necessary inspections, etc. and shall schedule all necessary labor, materials, equipment, hardware, etc., to properly construct project.
7. GC/LGPA's Project Supervisor and all associated Sub-contractors shall assume complete responsibility for all of their own construction activities on site including manpower, workers, equipment, materials, and safety procedures, and are also responsible for their own construction means, methods, techniques, sequences, procedures, and coordination.
8. GC/LGPA's Project Supervisor and all associated Sub-contractors must field measure and verify all critical dimensions on existing conditions (as applicable) before construction commences.
9. GC/LGPA's Project Supervisor and all associated Sub-contractors shall verify ALL existing utilities before construction commences.
10. All finish choices (specifically color and material) shall be as obtained from GC/LGPA's PURCHASING Department before construction and material purchase.
11. GC/LGPA's Project Supervisor is encouraged to suggest to Project Architect cost or labor saving methods, but shall not implement such changes unless authorized in writing. All associated Sub-contractors are encouraged to suggest to GC/LGPA's Project Supervisor cost or labor saving methods, but shall not implement such changes unless authorized in writing.

B. Architectural Drawing Notes

1. Drawings are not to be scaled to determine sizes and lengths. When clarification is needed (for any issue) GC/LGPA's Project Supervisor shall immediately contact Project Architect, and all associated Sub-contractors shall immediately contact GC/LGPA's Project Supervisor.
2. For discrepancies in Plans, Sections, Elevations, General Notes, Specifications, or Existing Conditions that are discovered during construction, GC/LGPA's Project Supervisor shall immediately contact Project Architect and all associated Sub-contractors shall immediately contact GC/LGPA's Project Supervisor for clarification before any work affected is continued.
3. Existing conditions (as applicable) are typically shown as shaded areas unless otherwise noted. Dimensions are shown from face of studs or face of concrete masonry units (cmu), unless otherwise noted. Existing grade depicted on drawings is to be considered as approximate and shall be field verified by GC/LGPA's Project Supervisor and all associated Sub-contractors if critical.
4. Information on existing conditions (as applicable) is based on the construction drawings from the original structure, therefore, dimensions shown indicating existing construction conditions should be used as a general reference only. GC/LGPA's Project Supervisor and all associated Sub-contractors to field verify all critical dimensions before construction.

C. Final Inspections

1. GC/LGPA's Project Supervisor shall verify to GC/LGPA'ACCOUNTS PAYABLE Department in writing (at the time FINAL INSPECTION is obtained) that ALL Certificates of Inspection have been obtained. All subcontractors shall supply GC/LGPA'ACCOUNTS PAYABLE Department with a notarized ©Release of Liens∆ at each Request for Payment, and include a note with the final notarized Release of Liens stating that ©All Certificates of Inspection have been obtained.∆

D. Insurance

1. GC/LGPA's Project Supervisor and all associated Sub-contractors to confirm with GC/LGPA's PURCHASING Department (before any work commences in the field) that the following coverage has been installed for the project: Builders Risk Insurance, Vehicle and General Liability Insurance, Workers Compensation Insurance, Bonding, and other coverage as required by laws, ordinances or codes to sufficiently cover expenses from injury or property damage; and to properly protect GC/LGPA.

E. Temporary Services

1. GC/LGPA's Project Supervisor shall in most cases provide the following temporary services to the Sub-contractors: trash containers, power, lighting, toilets, heat; All associated Sub-contractors shall provide the following temporary services to the site as to properly construct the project: telephone, winter protection, and all safety equipment required by OSHA.

F. Change Orders

1. All changes to Scope of Work deemed necessary by GC/LGPA's Project Supervisor to properly complete project shall be submitted in writing (including total cost of such change) to GC/LGPA's PURCHASING Department before change is implemented. GC/LGPA's Project Supervisor to send a copy of Change Order to Project Architect at time Change Order is sent to Purchasing.
2. Any changes to a Sub-contractor's Scope of Work shall be drawn up in writing (including total cost of such change), reviewed by GC/LGPA's Project Supervisor and signed by both the Sub-contractor and GC/LGPA's PURCHASING Department before change is implemented. GC/LGPA's Project Supervisor to send a copy of Change Order to Project Architect at time change Order is sent to Purchasing.

G. Cleaning

1. GC/LGPA's Project Supervisor and all associated Sub-contractors shall be responsible for daily clean up of work generated trash (into trash receptacles) and weekly trash removal from site. Site shall be kept in safe condition at all times. Final cleaning shall consist of all necessary sweeping, washing, dusting, polishing, etc. (using only appropriate cleaning agents) for final presentation.

DIVISION 2: SITE WORK

A. General Data

1. GC/LGPA's Project Supervisor and all associated Sub-contractors to verify all existing underground utilities (and existing drain tile, if any) before work commences.
2. GC/LGPA's Project Supervisor and all associated Sub-contractors to field verify with Engineer's Ste Plan before excavation to confirm what vegetation (trees, etc.), if any, is required to be saved and/or maintained.
3. GC/LGPA's Project Supervisor and all associated Sub-contractors shall determine the site's previously filled areas and the area-of-construction's soil bearing capacity, and provide modification, removal/replacement, compaction, etc., as deemed necessary by project's Site Engineering or Geotechnical report.
4. GC/LGPA's Project Supervisor and all associated Sub-contractors shall coordinate necessary excavation, backfilling, rough and finish grading, sediment and erosion control, plus seeding to properly complete project.
5. All excavated material that is not suitable as fill (i.e. stones larger than 6" dia., debris, wood, concrete, frozen material, etc.) shall be removed from site. All appropriate backfill shall be placed in maximum 8" layers and compacted at 85-88% density, with great care not to disturb foundation walls. Finish grade shall represent 6" of topsoil, and sloped for positive drainage away from building. Backfill only after floor system or bracing is in place and at a minimum of 48 hours after waterproof membrane is applied.
6. All site work retaining walls shall be constructed for proper structural stability. All railroad ties (being used) to be pressure treated and fastened with spikes.
7. All exterior materials and finishes (especially prefinished aluminum, as applicable) shall be properly protected when masonry and/or concrete is given wash down.

DIVISION 7: MOISTURE AND THERMAL PROTECTION

A. Waterproofing

1. Waterproof membrane to be rolled application. Apply min. 14 days after final parge coat. Ensure foundation wall surface is smooth, monolithic, and free from dirt, grease, voids, spalls, course or loose aggregate.
2. Footing drain shall have corrugated, perforated plastic pipe at the perimeter of footing in any case where: finish grade is higher than interior slab or interior crawl space; and at window wells.
3. Gravel cover shall be 3/4" washed bluestone at 12" above top of drain pipe and 6" along each side of drain pipe. Silt protection shall be one layer of rosin paper. Footing drains shall terminate into stormwater inlet or drain to daylight (unless otherwise noted on Site Drawings).
4. All waterproofing to conform to the applicable code.

B. Insulation

1. Throughout the work (where shown on Architectural Drawings and elsewhere), provide insulation as required to provide a positive barrier against the passage of temperatures through the exterior thermal envelope.
2. Underslab insulation to be 2"x24" rigid insulation under poly at horizontal application or next to inside face of foundation wall at vertical application.
3. Provide 2" rigid insulation on interior face of exterior foundation wall (with 2" Z_strip). All rigid insulation must be completely protected by fire_resistive material (i.e. drywall, concrete, etc.). Insulation to be installed min. 21 days after cmu foundation wall is set or min. 6 weeks after poured concrete foundation wall is set.
4. All kraft faced insulation not completely protected by fire_resistive material (i.e. drywall, concrete, etc.) to have 0_25 flame spread. Use unfaced insulation when using a poly vapor barrier.
5. All vapor barriers (kraft face or poly) shall face tenant side and stapled to studs or trusses every 6" o.c. Tape around any and ALL openings made to interior vapor barrier (i.e. elec. outlets, mech registers, windows doors, etc.).
6. Crevices around window and door jambs shall be stuffed (chinked) with fiberglass batt insulation. Fiberglass batt shall be installed on the back of any attic or wall access panel and at hidden air pockets in exterior wall framing.
7. All attic access panels over conditioned space to be insulated per code.
8. All insulation to conform to the applicable code.

C. Flashing

1. Throughout the work (where shown on Architectural Drawings and elsewhere), provide 26 ga. metal flashing as required to provide a positive barrier against the passage of rainwater.
2. Flashing typically is needed at chimneys (along with cricket), at window and door headers and sills, at brick rowlocks, at sides of dormers, and where a vertical exterior surface connects to a horizontal exterior surface

D. Caulking

1. Throughout the work (where shown on Architectural Drawings and elsewhere), seal and caulk joints as required to provide a positive barrier against the passage of moisture and the passage of air.
2. Caulk to be used shall use the best quality caulk available. Provide primers and back up materials (backer rod) as required for a complete and proper installation. Caulk to be tooled concave and be elastic/elastomeric type or other appropriate type. Caulk bead's width_to_depth to be proper proportion.
3. Caulk all windows and doors (where they meet exterior finish material) with a caulk color to match windows and doors; Caulk other finish material with tinted caulk matching finish material color; Caulk all surfaces that will be painted with a standard color caulk.

DIVISION 8: WINDOWS AND DOORS

A. General Data

1. Windows and doors to be installed per mfr's specifications in locations indicated on Architectural Drawings.
2. Windows and doors to be hung plumb within a tolerance of 1 in 1000. Rehang or replace as required all doors that are hinge bound, do not swing freely, or are warped.
3. Provide safety (tempered) glazing in all windows and doors according to all applicable codes.
4. Provide at least one Egress Window in each Bedroom and one in Basements without a walk-out condition.
5. Operable windows and sliding glass doors shall have insulated glass and screens unless otherwise noted.
6. Unless otherwise noted window sizes define intended aesthic size and type by indicating sash opening in feet and inches.

DIVISION 9: FINISHES

A. Drywall

1. All drywall work to be U.S. Gypsum, National Gypsum or approved equal. Drywall shall be 1/2" standard type typically and 5/8" type X on garage-to-house walls, unless otherwise noted.
2. All drywall accessories to be the same mfr. as the drywall mfr. and be galvanized metal components without any exposed metal trim or beads when complete.
3. All drywall shall be nailed at the edges with screws placed in the field when applied to wood framing, and screws throughout when applied to metal framing.
4. Fire rated drywall (as indicated on Architectural Drawings) shall be 5/8" Type X fire_code, installed within the guidelines of indicated testing lab requirements (i.e. UL#).
5. Vinyl edge bead shall be installed at drywall returns abutting all storefront windows and doors.

B. Paint

1. All materials needing to be painted shall be properly prepared including dusting surfaces, putty and caulk as required, lightly sand, and perform minor point up.
2. All painting to have primer and finish coats; Paint mfr. to be as determined by GC/LGPA's PURCHASING Department.

C. Carpet

1. All Carpet work (in areas indicated on Architectural Drawings) shall be as determined by GC/LGPA's PURCHASING Department.

D. Tile (Mexican, ceramic, vinyl)

1. All tile work (as indicated on Architectural Drawings) shall comply with recommendations contained in the current edition of "Handbook for Ceramic Tile Installation" from the Tile Council of America.
2. All tile to be placed over underlayment and subfloor, or over concrete. All patterns and colors to be as determined by GC/LGPA's PURCHASING Department
3. Minor leveling and/or filling of cracks on floor surfaces as required to produce a high quality installation.

DIVISION 10: SPECIALTIES

No work in this division (except as indicated on Architectural Drawings).

DIVISION 11: EQUIPMENT

No work in this division (except as indicated on Architectural Drawings).

DIVISION 12: FURNISHINGS

No work in this division (except as indicated by GC/LGPA's PURCHASING Department).

DIVISION 13: SPECIAL EQUIPMENT

No work in this division (except as indicated on Architectural Drawings).

DIVISION 14: CONVEYING

No work in this division (except as indicated on Architectural Drawings).

DIVISION 15: MECHANICAL/PLUMBING

A. General Data

1. All Mechanical work to be installed by State-certified subcontractor, and following all applicable codes.
2. All Plumbing work to be installed by State-certified subcontractor, and following all applicable codes.

DIVISION 16: ELECTRICAL

A. General Data

1. Electrical work to be installed by State-certified subcontractor, and following all applicable codes.

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Architects - Planners
Carlisle, PA 717.701.9900

LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

SITE PLAN

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

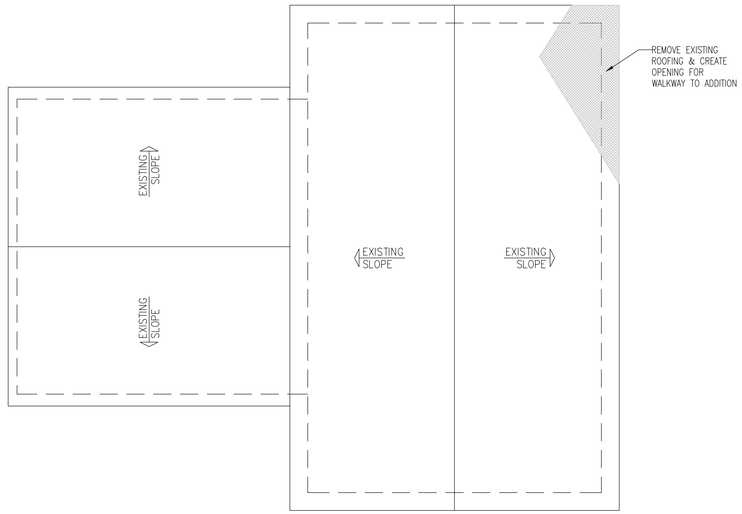
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DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

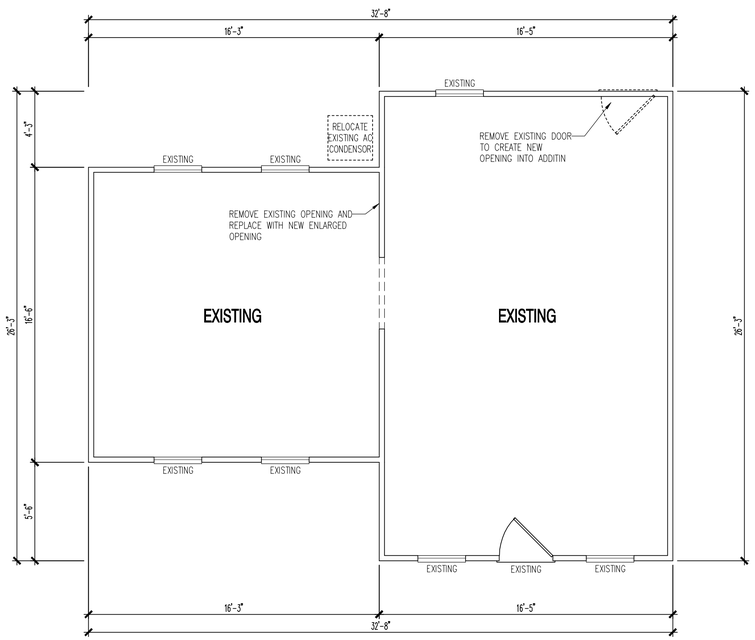
A.GN.01



ROOF DEMO PLAN (DEMO.)

SCALE : 1/4" = 1'-0"

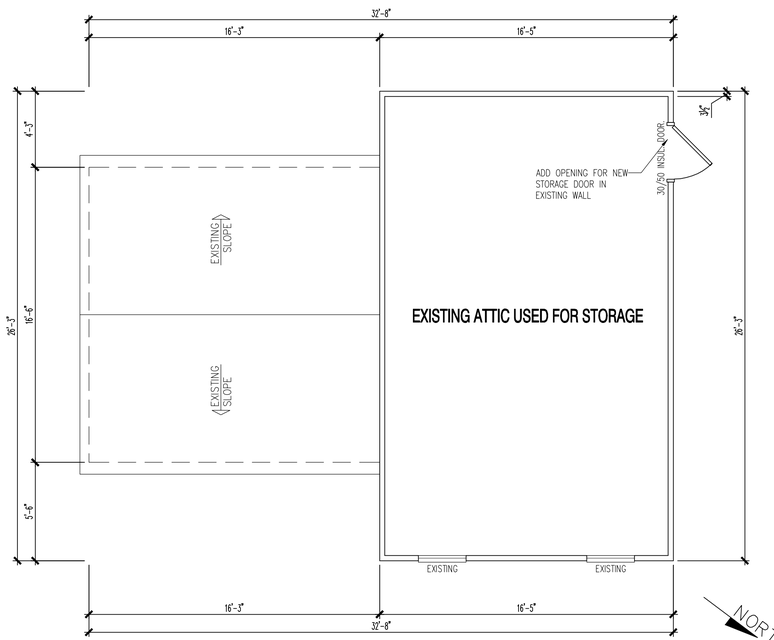
ALL INFO TO BE VERIFIED IN FIELD



EXISTING LOWER FLOOR PLAN (DEMO.)

SCALE : 1/4" = 1'-0"

ALL INFO TO BE VERIFIED IN FIELD



EXISTING UPPER FLOOR PLAN (DEMO.)

SCALE : 1/4" = 1'-0"

ALL INFO TO BE VERIFIED IN FIELD

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LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

DEMOLITION PLAN

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

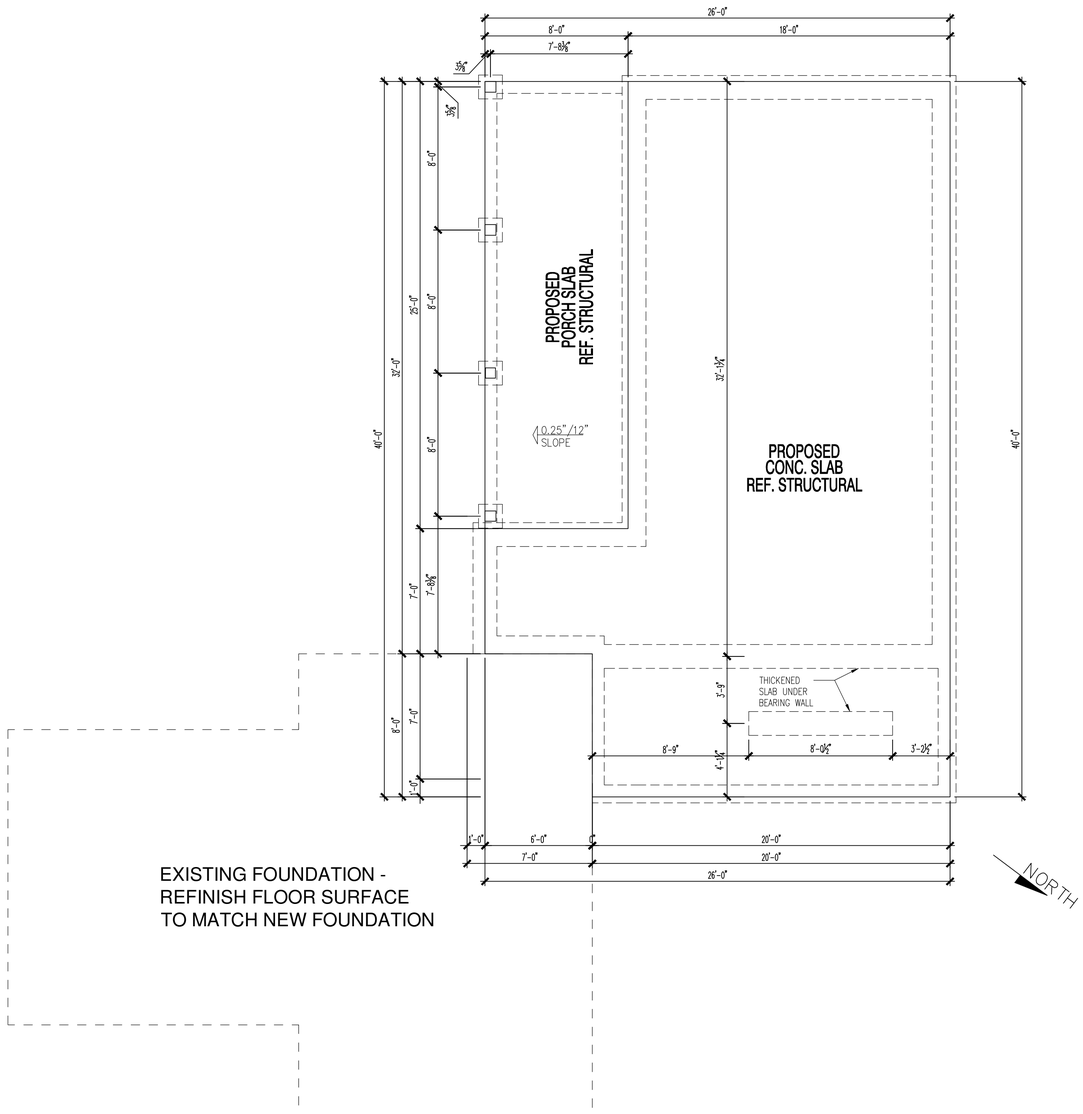
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DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

A.0.1-D



SLAB EDGE PLAN

SCALE : 1/4" = 1'-0"

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LOVETTSVILLE HISTORICAL
SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

SLAB EDGE PLAN

DATE:	
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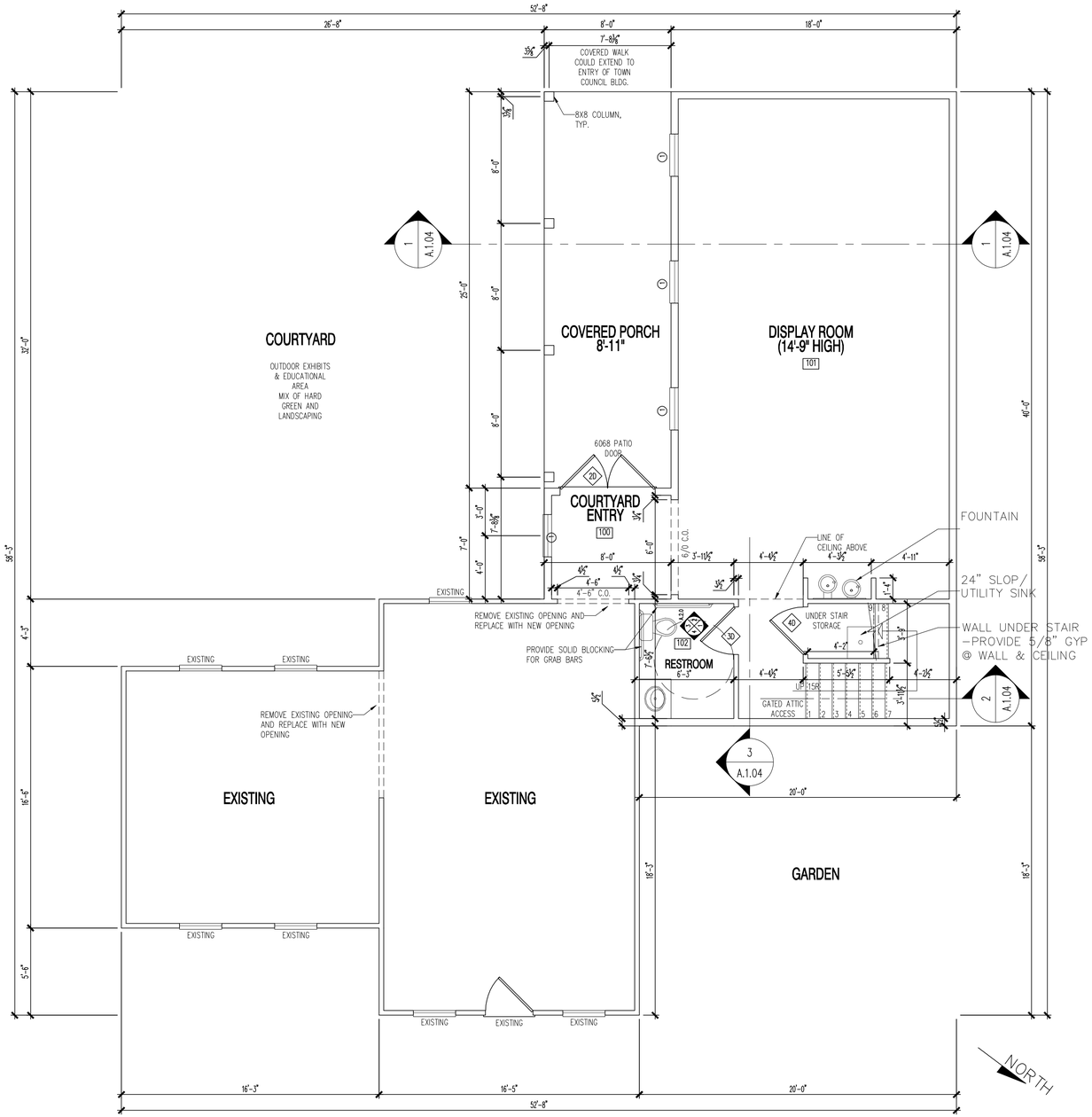
DRAWN BY: ADG

DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

A.00.1



MAIN FLOOR PLAN

SCALE : 1/4" = 1'-0"

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LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

FIRST FLOOR PLAN

DATE:	
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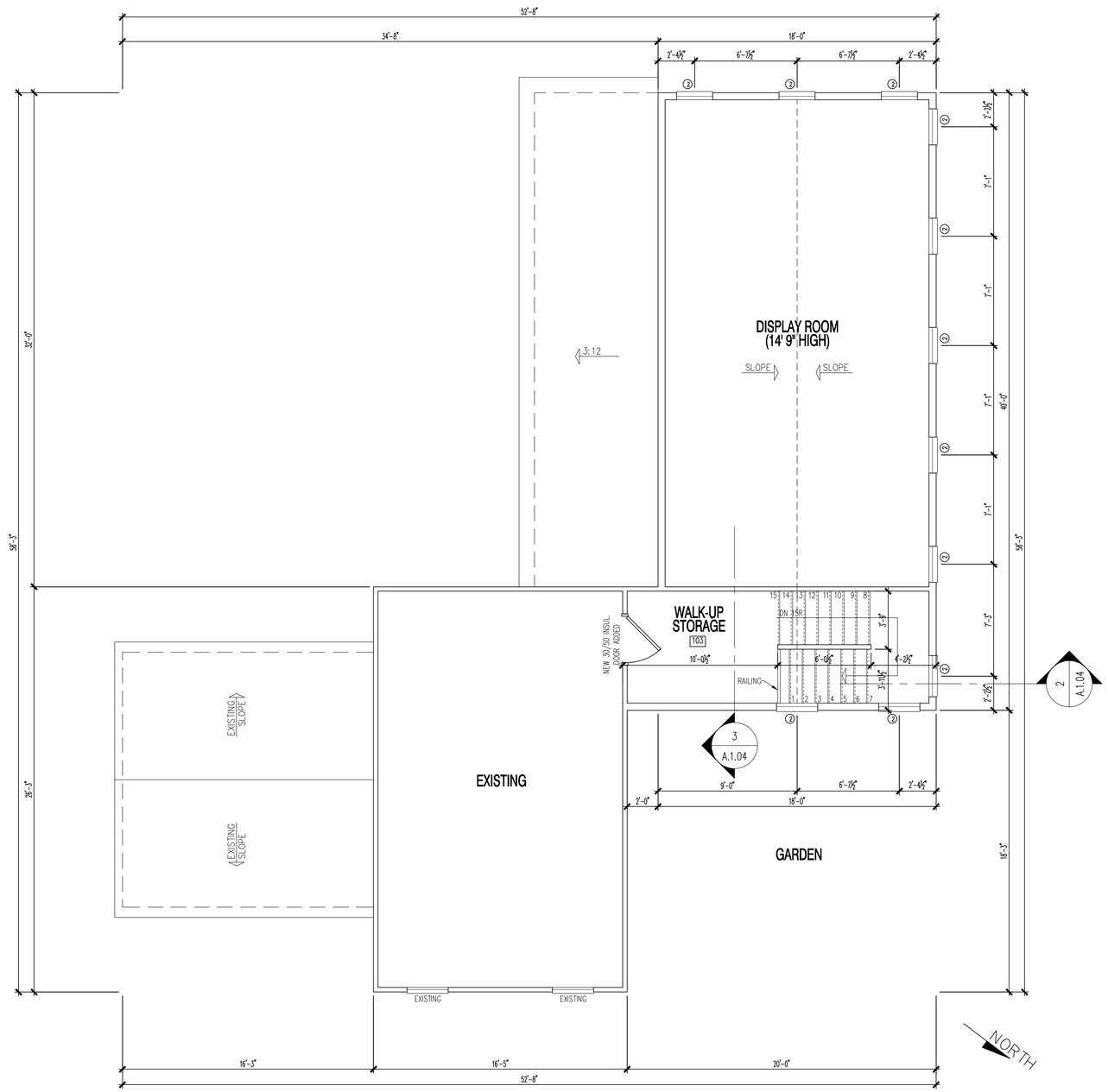
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DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

A.1.00



UPPER FLOOR PLAN

SCALE : 1/4" = 1'-0"

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LOVETTSVILLE HISTORICAL
SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

SECOND FLOOR PLAN

DATE:	
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05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

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DATE: 05/30/2025

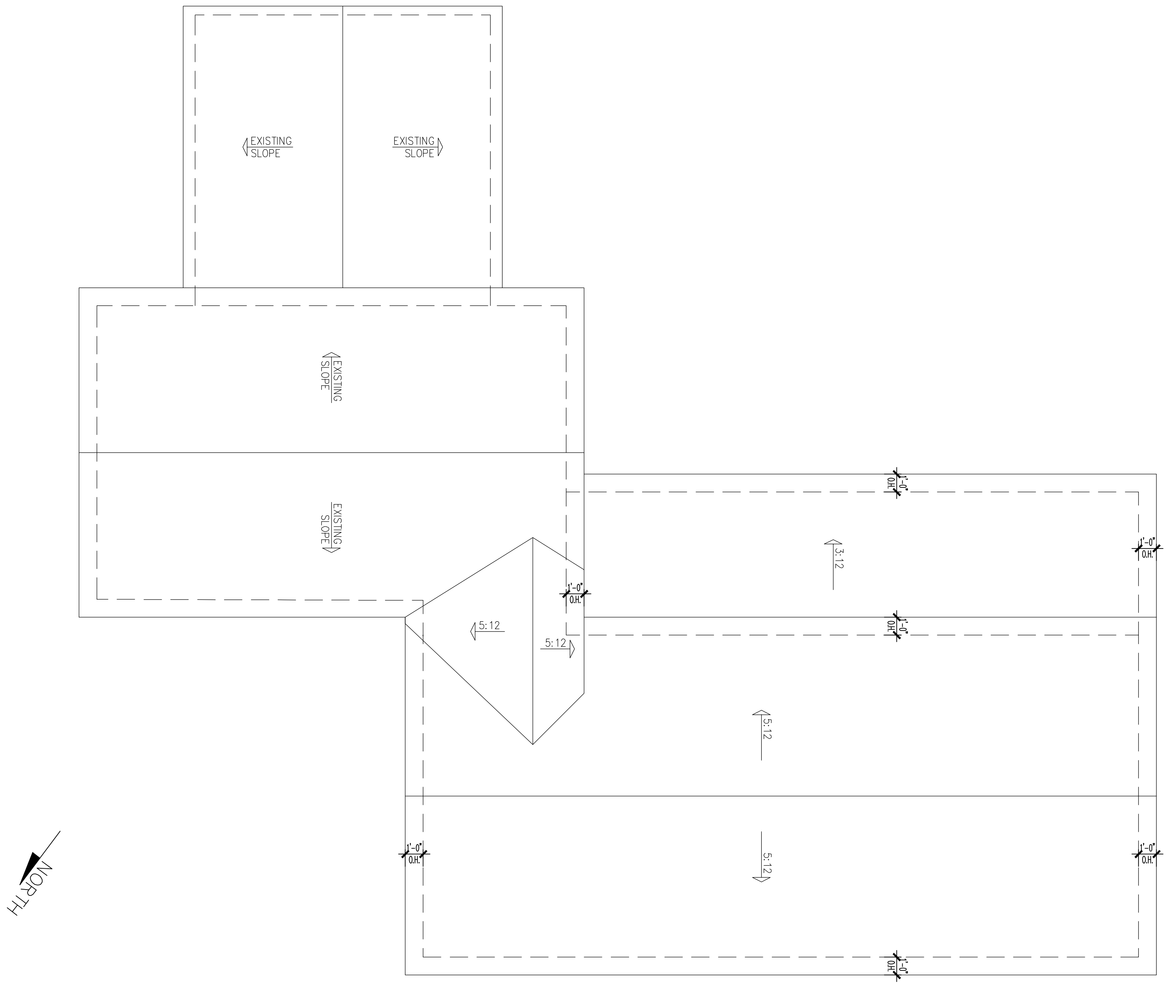
PROJECT NO. 23-1012

SHEET No.

A.1.01

ROOF PLAN

SCALE : 1/4" = 1'-0"



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03/08/2025	INITIAL REVIEW RELEASE SET
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LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

ROOF PLAN

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DATE: 05/30/2025

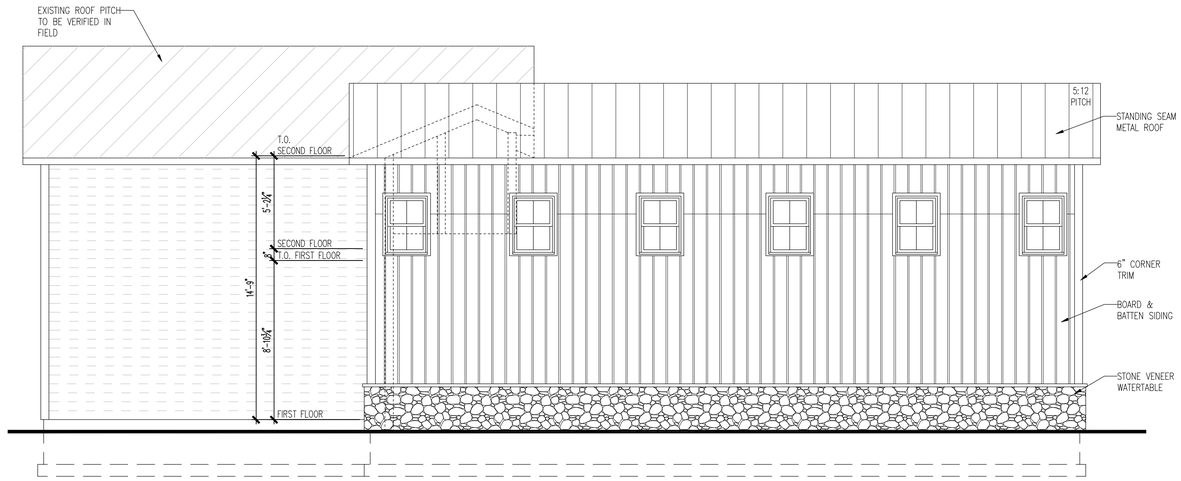
PROJECT NO. 23-1012

SHEET No. A.1.02



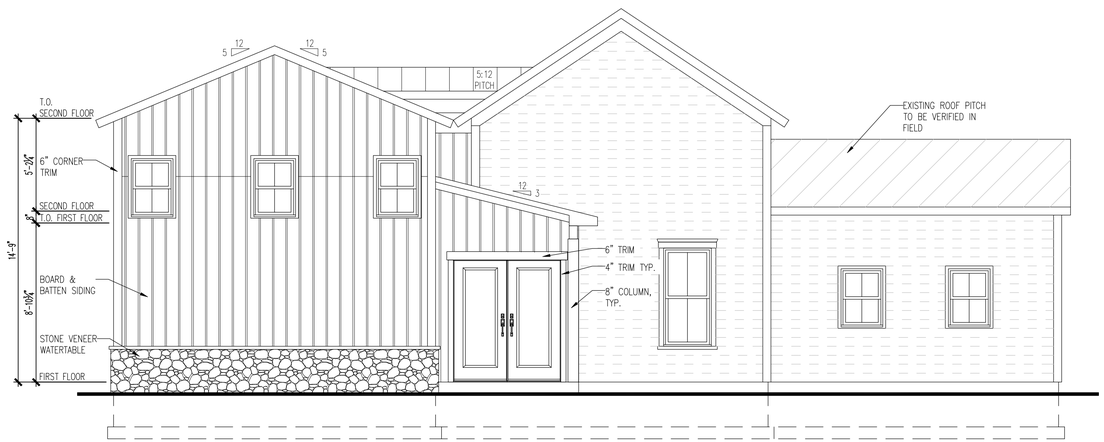
FRONT ELEVATION - STREET VIEW

SCALE : 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE : 1/4" = 1'-0"



REAR ELEVATION - FACING THE PLANNING COMM. BUILDING

SCALE : 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE : 1/4" = 1'-0"

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LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

BUILDING ELEVATIONS

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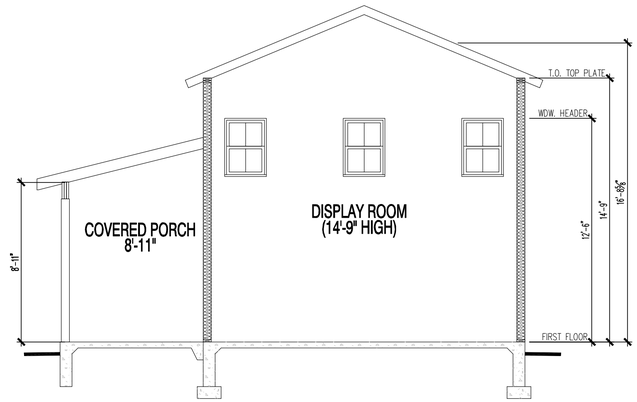
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DATE: 05/30/2025

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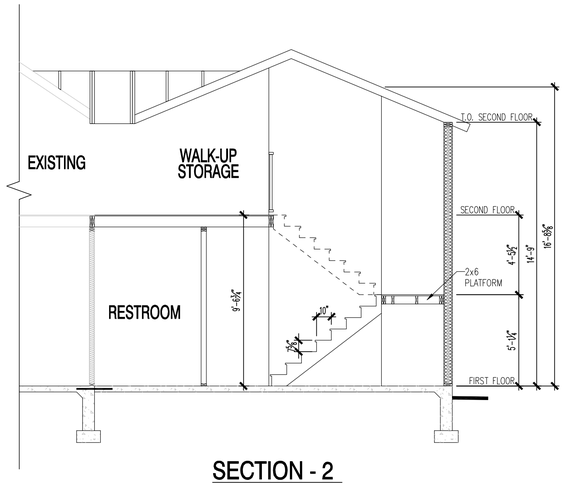
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A.1.03



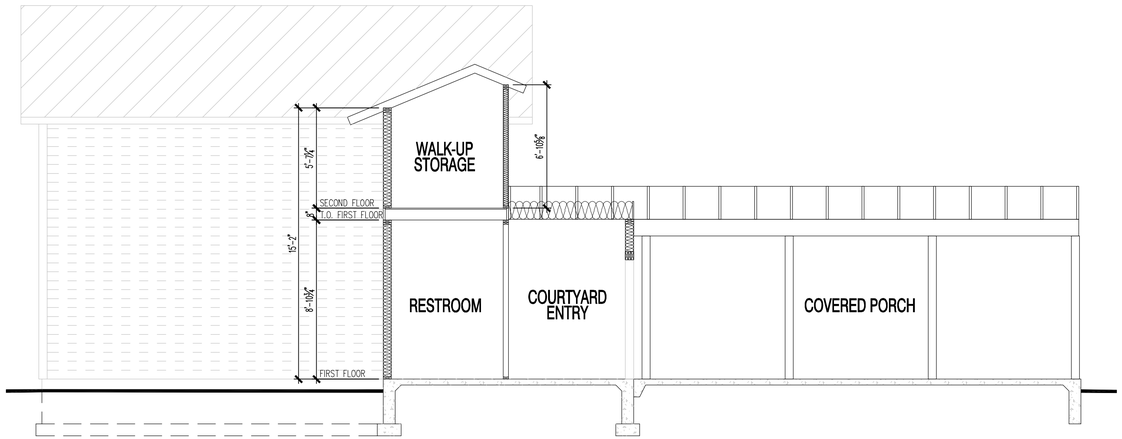
SECTION - 1

SCALE : 1/4" = 1'-0"



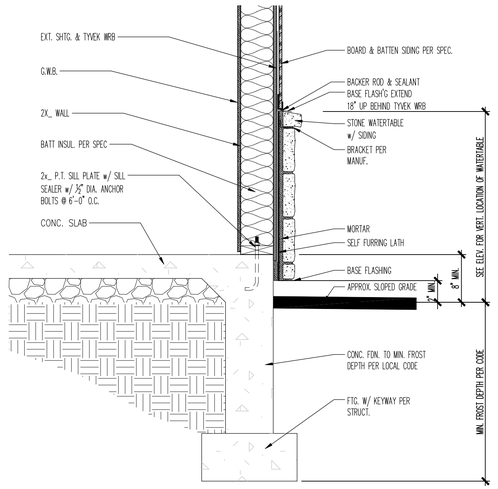
SECTION - 2

SCALE : 1/4" = 1'-0"



SECTION - 3

SCALE : 1/4" = 1'-0"



WALL SECTION

SCALE : 1/4" = 1'-0"

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LOVETTSVILLE HISTORICAL
SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

BUILDING SECTIONS - WALL SECTION

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

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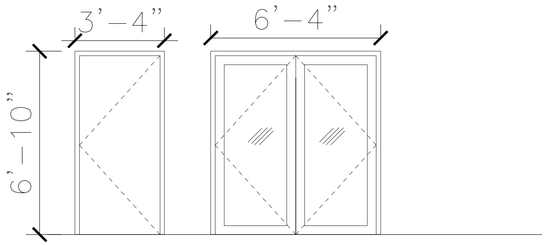
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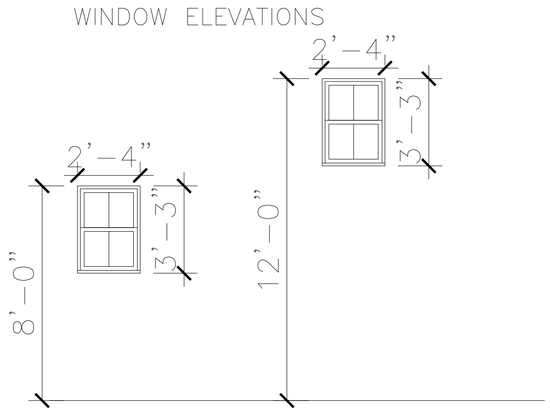
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A.1.04

DOOR ELEVATIONS



WINDOW ELEVATIONS



DOOR HARDWARE SCHEDULE

DOOR TYPE	HINGE	PRIVACY	PASSAGE	ENTRANCE	STORE RM	CLASS RM	PULL	PUSH	WALL STOP	FLOOR STOP	SILENCER	DEAD BOLT	PANIC	CLOSER	KICK PLATE	HC THRESH.	CARPET EDGE	MARBLE	WEATHER	NOTES
1	o												o	o	o	o			o	HC DR ACTUATOR
2	o	o							o		o									
3	o				o				o											

Door Schedule

Mark	QUANTITY	Width	Height	Thickness	Mat.	Finish	Fire Rating	Door Elevation	Hardware Type	Door Hardware	Frame Material	Frame Finish	Jamb Detail	Comments
1D	1	3' - 0"	6'-8"	1 3/4"	WD/GL				Entry/Exit		WOOD	PT.	Per Man.	DEMO
2D	1 SET	2 x 3' - 0"	6'-8"	1 3/4"	AL/GL			D2	Entry/Exit	1	MTL.	PT.	Per Man.	SELF CLOSING RATED 1 1/2" HR HC THRESHHOLD
3D	1	3' - 0"	6'-8"	1"	WOOD	STAIN		D1	Passage	5	MTL.	PT.	Per Man.	SOLID CORE
4D	1	3' - 0"	6'-8"	1"	WOOD	STAIN		D1	Passage	5	MTL.	PT.	Per Man.	SOLID CORE

DOOR LEGEND:

PT.	PAINTED
MTL.	METAL
MTL./GL	METAL/GLASS
AL/GL	ALUMINUM/GLASS
COMPO.	COMPOSITE

Window Schedule

Mark	QUANTITY	Width	Height	Mat.	Finish	Head Height	Window Elevation	Window Hardware	Frame Material	Frame Finish	Jamb Detail	Comments
1	4	2' - 4"	3'-2"	WOOD	PT.	8' - 0"	W1	1	WOOD	PT.	Per Man.	PANIC HARDWARE WEATHER-STRIPPED - HC THRESHHOLD
2	11	2' - 4"	3'-2"	WOOD	PT.	12' - 6"	W1	1	WOOD	PT.	Per Man.	SELF CLOSING RATED 1 1/2" HR HC THRESHHOLD

WINDOW LEGEND:

PT.	PAINTED
MTL.	METAL
MTL./GL	METAL/GLASS
AL/GL	ALUMINUM/GLASS
COMPO.	COMPOSITE

GENERAL NOTES:
DOORS AND HARDWARE

1. ALL FRAME SIZES ARE NOMINAL. FIELD VERIFY ROUGH OPENINGS PRIOR TO FABRICATION.

2. ALL H.M. FRAMES TO BE WELDED AND GROUND SMOOTH.

3. REFER TO DOOR SCHEDULE FOR DOOR / FRAME MATERIAL AND FINISH.

4. DOOR HARDWARE ACCESSIBLE TO PERSONS WITH DISABILITIES SHALL BE PROVIDED TO COMPLY WITH THE UNIFORM FEDERAL ACCESSIBILITY STANDARDS.

5. ALL FIRE RATED DOOR SHALL HAVE AUTOMATIC CLOSERS OR SPRING HINGES.

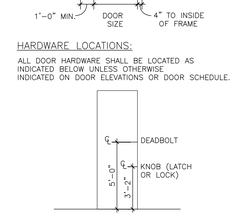
6. EGRESS DOORS SHALL BE READILY OPERABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY, OR SPECIAL KNOWLEDGE OR EFFORT, UNLESS SPECIFICALLY OTHERWISE APPROVED. (NFPA 101, 7.2.1.5.2)

7. FIRE DOOR HARDWARE, INCLUDING REQUIRED SELF-CLOSERS AND POSITIVE-LATCHING DEVICES, SHALL COMPLY WITH NFPA STANDARD 80.

DOOR AND HARDWARE LOCATIONS:

DOOR LOCATION:

ALL SINGLE DOORS SHALL BE LOCATED AS INDICATED BELOW UNLESS DIMENSIONED ON FLOOR PLANS.



HARDWARE LOCATIONS:

ALL DOOR HARDWARE SHALL BE LOCATED AS INDICATED BELOW UNLESS OTHERWISE INDICATED ON DOOR ELEVATIONS OR DOOR SCHEDULE.

Atar Design Group
Architects - Planners
Carlisle, PA 717.701.9900

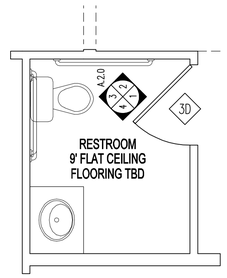
LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION
4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

DOOR & WINDOW SCHEDULE

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

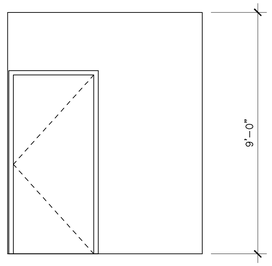
DRAWN BY: ADG
DATE: 05/30/2025
PROJECT NO. 23-1012

SHEET No.
A.1.1



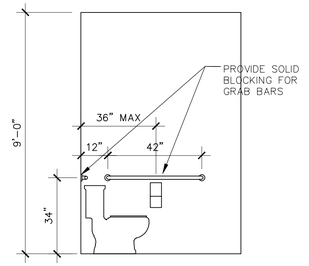
RESTROOM ENLARGED PLAN

SCALE : 3/8" = 1'-0"



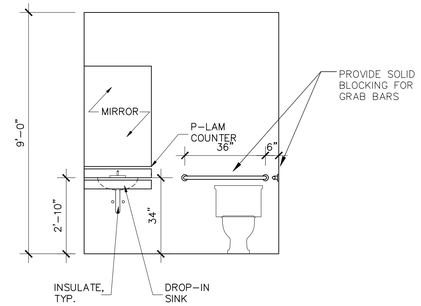
1 RESTROOM ELEVATION

SCALE: 3/8" = 1'-0"



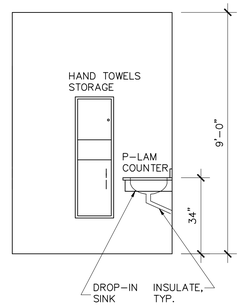
2 RESTROOM ELEVATION

SCALE: 3/8" = 1'-0"



3 RESTROOM ELEVATION

SCALE: 3/8" = 1'-0"



4 RESTROOM ELEVATION

SCALE: 3/8" = 1'-0"

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LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

ENLARGED PARTIAL PLANS

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

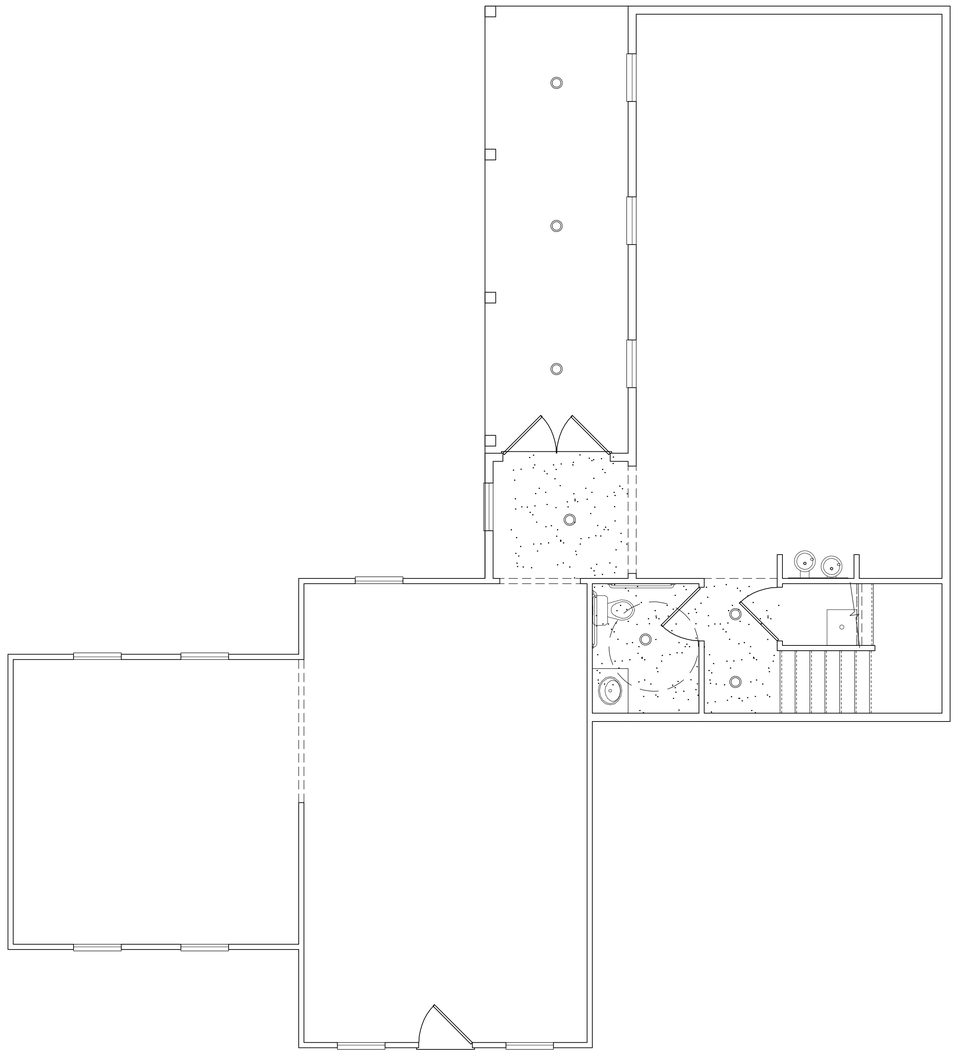
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DATE: 05/30/2025

PROJECT NO. 23-1012

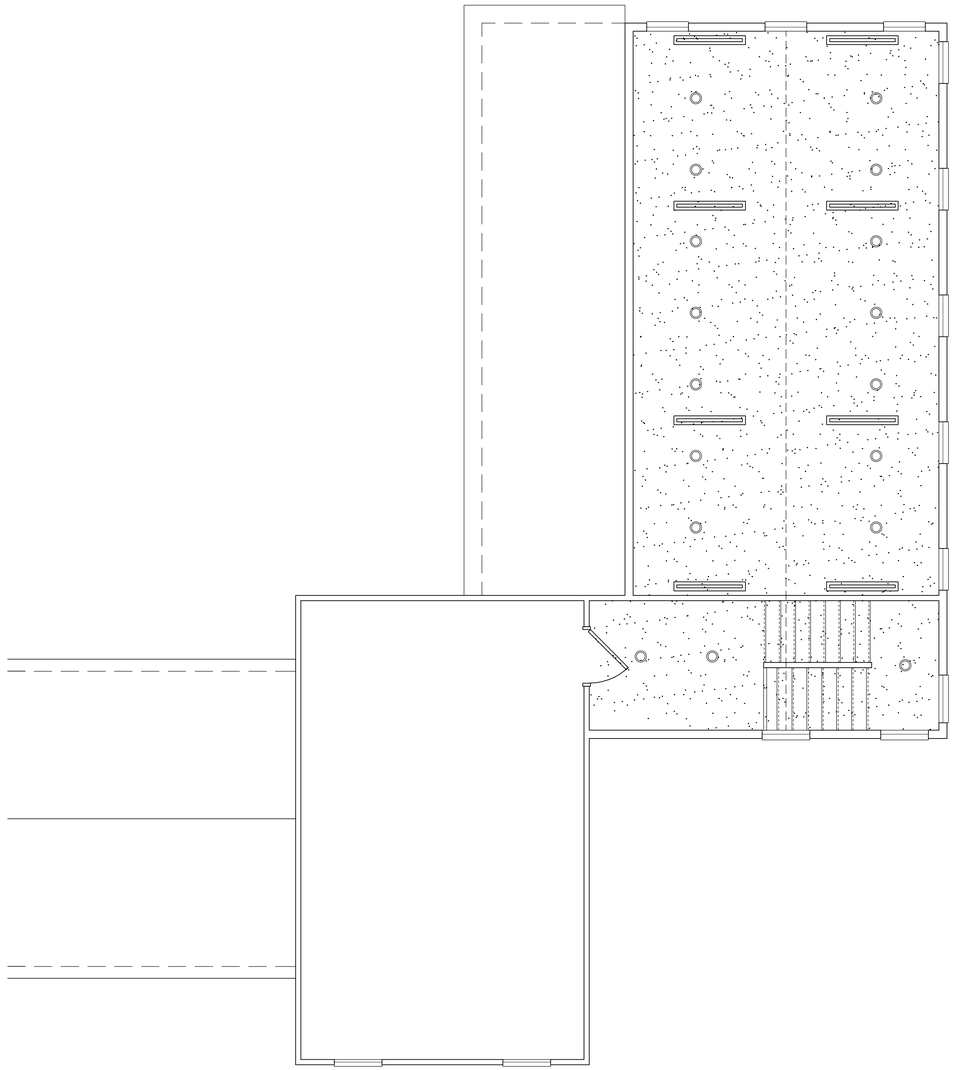
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A.2.0



MAIN FLOOR PLAN

SCALE : 1/4" = 1'-0"



UPPER FLOOR PLAN

SCALE : 1/4" = 1'-0"

6" LED DOWNLIGHT

1'x 4' SURFACE MOUNTED LED LIGHT FIXTURE

2'x 2' LED LIGHT FIXTURE

2'x 4' LED LIGHT FIXTURE

GWB CEILING

6"x 4' SLOT DIFFUSER

SUPPLY GRILLE

RETURN GRILLE

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Carlisle, PA 717.701.9900

LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

REFLECTED CEILING PLAN

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

DRAWN BY: ADG

DATE: 05/30/2025

PROJECT NO. 23-1012

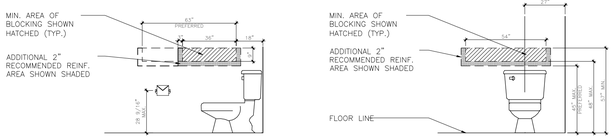
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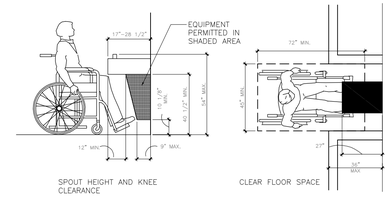
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NOTE:

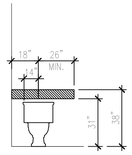
ALL CONSTRUCTION SHOULD COMPLY WITH LOCAL ACCESSIBILITY CODE AND ANSI 117.1 2009

ANSI 117.1 – 2009 GUIDELINES AS REQUIRED

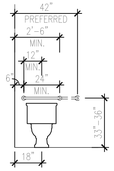




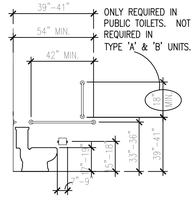
BACK WALL



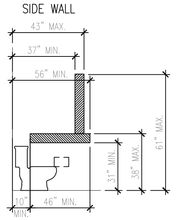
BACK WALL

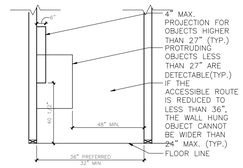


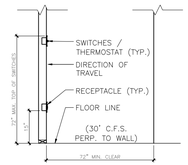
SIDE WALL

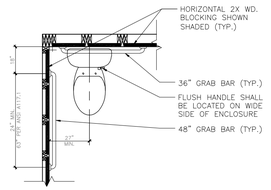


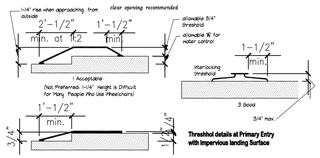
SIDE WALL

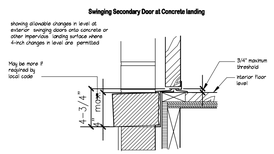


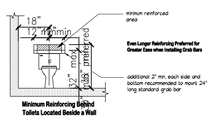


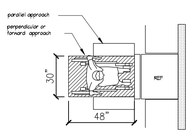


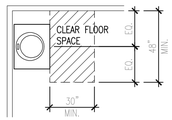




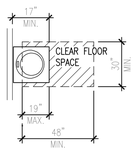




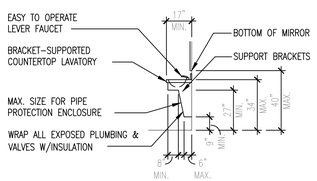


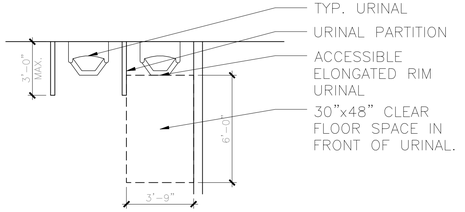


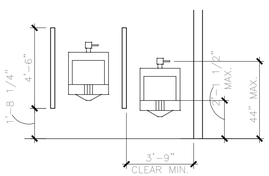
AT LAV. W/O KNEESPACE



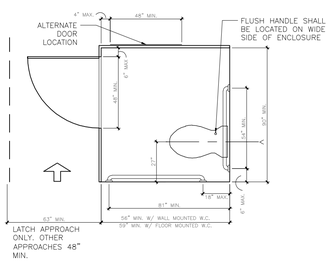
AT LAV. WITH KNEESPACE

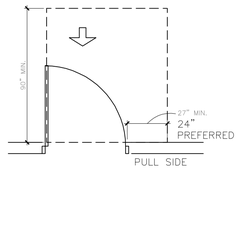


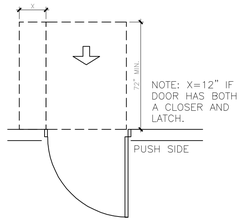


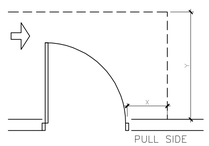


NOTE: PROVIDE BLOCKING AND/OR ANCHORS IN WALLS FOR URINALS AND PARTITIONS PER MANUF. PRINTED INSTRUCTIONS.

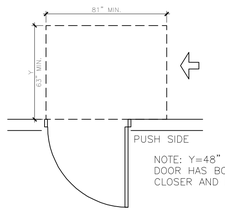




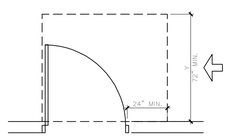




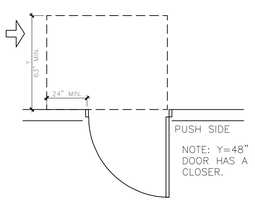
NOTE: X=36" MIN. IF Y=60" X=42" MIN. IF Y=54".



NOTE: Y=48" IF DOOR HAS BOTH A CLOSER AND LATCH.



NOTE: Y=54" IF DOOR HAS A CLOSER.



NOTE: Y=48" IF DOOR HAS A CLOSER.

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Design Group
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Carlisle, PA 717.701.9900

LOVETTSVILLE HISTORICAL SOCIETY BUILDING ADDITION

4 EAST PENNSYLVANIA AVE, LOVETTSVILLE, VA 20180

ACCESSIBILITY DETAILS

DATE:	
03/08/2025	INITIAL REVIEW RELEASE SET
05/30/2025	PRELIMINARY RELEASE SET FOR CLIENT REVIEW

DRAWN BY: ADG

DATE: 05/30/2025

PROJECT NO. 23-1012

SHEET No.

ACC.D1

Public Memorial Policy

Policy Objective: To provide a standardized way that the Town of Lovettsville can facilitate the honor and remembrance of its residents and civic groups in recognition of their contributions and impacts on the community.

Intent: This policy intends to provide guidance for constituents seeking memorial benches or public fixtures and for the Town Council of Lovettsville to evaluate requests. This policy seeks to balance public demand for the recognition of constituent individuals and organizations with the public benefit and aesthetic of its public spaces.

1. Scope of the Policy

When loved ones die, friends and relatives will often want to commemorate them with a lasting memorial. Often this will be in the form of a bench which not only honors their memory, but provides a beautiful and functional improvement to our public environment.

This policy sets out how the Town of Lovettsville approves memorial benches, who is responsible for their upkeep, and what is expected from the donor and the Town.

The Town of Lovettsville will always endeavor to be respectful, sympathetic and fair towards those donating benches, to balance the needs of facility users, and to maintain the high quality of its open spaces.

The policy sets out who is responsible for maintenance, repair and replacement. This aim, wherever possible, will be to minimize the impact on public funds.

This policy covers broad common issues and is not meant to be exhaustive.

The policy covers memorial benches and plaques. The Town of Lovettsville does not accept applications for memorial benches for pets.

2. Terms and Conditions

All memorial benches will be situated within town-owned public spaces. All memorial benches will remain the property and responsibility of the town, for use by the public.

The memorial bench is therefore considered a donation from the applicant to the Town of Lovettsville, meaning the public has full, unimpeded access to and use of the bench.

When the Town of Lovettsville agrees to install a memorial bench, they are bought by the family members or friends and are donated to the Town. The bench then becomes the property of the Town.

3. Processing the application

The Town of Lovettsville's website will provide information about the memorial benches and an enquiry form for those interested in donating a memorial bench.

The application for donating a bench must be made on a PDF application form, which can be downloaded from the Town of Lovettsville's website. The Town's URL is https://www.lovettsvilleva.gov

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The Town of Lovettsville will endeavor to accommodate any reasonable requests for the installation of memorial benches on town-owned property only.

Requests may not be able to be fulfilled if the location is unsuitable due to over-population of trees or benches, or any other material factors.

Only benches suitable, in-keeping to the immediate surrounds, and benches of a robust design from an approved supplier will be considered.

4. Cost of the bench

The family member or applicant must purchase the memorial bench.

The delivery of the bench may incur an additional cost, which will be agreed with the family member or the applicant before the installation.

It will be documented on the Town of Lovettsville's website, that it is expected that the selected memorial bench will match the current aesthetic standards for the Town of Lovettsville.

It is recommended that the family member or applicant shouldn't order or purchase a memorial bench until they have received written confirmation from the Town of Lovettsville that their application has been approved.

5. Installing of the memorial bench

Arrangements for installing the bench will be made directly by the Town of Lovettsville once the selected application has been approved by the Town.

The Town of Lovettsville prepares the site for the bench, coordinates the receipt of the bench, and confirms assembly.

The family member or the applicant is notified that the memorial bench is in place.

6. Memorial Plaques TBD

7. Vetting

For the purpose of vetting, the Town of Lovettsville will utilize a PDF questionnaire that the family member or applicant needs to complete. The questionnaire PDF resides on the Town of Lovettsville's web-site.

8. Limit the number of memorial benches:

The limits pertain to the current space available on the town's property, not by the number of applications received.

The Town of Lovettsville may limit the number of memorial benches in particular areas and applicants will be advised at the time of application if this is the case.

Commemorative plaques can be affixed to a memorial bench, subject to agreeing a size, wording and specification with the Town of Lovettsville.

Plaques may be subjected to vandalism. Any replacement costs will need to be met by the donor.

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9. Maintenance Standard

Should maintenance or replacement be required, the family or the applicant requesting the memorial will be responsible. If the family or applicant requesting the memorial cannot be contacted or cannot replace or repair, the Town of Lovettsville has the authority to remove it.

In cases where the bench must be removed for a period, for instance in cases of road work, the Town will aim to make the family or applicant aware of this, however, in times of emergency this may not be possible.

By donating a memorial bench, the family or applicant is accepting that they have no preferential claim over it and that it is for general public use.

Only town approved plaques are permitted. By requesting a plaque, the applicant is accepting that they are not permitted to supply or affix their own plaque to any bench.

10. Who should apply for a memorial bench

For example, a memorial bench may be for:

- generationally, someone that had historical roots, that is a life-time resident of Lovettsville,
- an impact resident that had a disproportionate impact on the town, that leaves an indelible, positive mark on all of us.
- a major contribution, or a major notoriety
- to commemorate a special group or event.
- to recognizing the loss of a loved one in the community.

The Town of Lovettsville allows one bench individual being commemorated.

Memorial Benches may commemorate people who are alive or deceased.

Memorial benches will only be considered from applicants who can demonstrate a close tie with the person, resident or group being commemorated. The Town of Lovettsville reserves the right to refuse a memorial bench should it have any grounds to believe it would be contrary to the wishes of the commemorated person's next of kin.

11. What are the memorial objects

Memorial benches or plaques are the only objects that pertain to the said policy.

The Town of Lovettsville will only source high quality/durable benches.

The Town of Lovettsville reserves the right to re-site or remove any bench that it deems to be unsafe, unrepairable, or for other reasons.

12. Limits

The limits pertain to the public open space currently available in the Town of Lovettsville.

The Town of Lovettsville may limit the number of memorial benches in particular areas and the applicants will be advised at the time of application if this is the case.

The exact location, in which the bench will be placed, is determined by the Town of Lovettsville, and dependent on need and availability. While the Town will try to locate a bench at a requested site, due to the popularity of some locations, this cannot be guaranteed.

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The applicant or family member shall not be permitted to undertake any maintenance of the memorial bench.

The Town of Lovettsville accepts no liability for replacing a bench at the end of its useful life. When a bench has been disposed, the commemoration will automatically cease. In the event that the Town installs a new bench or at the same location, it reserves the right to agree on a commemoration with a new donor.

DRAFT

TO: **Mayor and Town Council**

FROM: **Charles A. Mumaw, P.E. Project Manager**

DATE: **June 26, 2025**

SUBJECT: **Project Manager's Activity Report: April through May 2025**

Purpose: Provide the Town Council with an update on project activity from April through May 2025.

Background/Discussion:
East Broad Way Phase 2A: Volkert has obtained approval from VDOT for the completed construction drawings. All 20 property owners have signed off on offers and Town staff have recorded all of the deeds of easements needed for property rights to build. Letters requesting authorization to advertise the IFB were approved by VDOT.

Dominion Energy has finished with five new poles being set in new locations that will accommodate the curb and gutter. Dry utilities on those poles have begun relocation with Dominion Energy at the top. Comcast has finished relocations. Verizon has completed resetting its utilities on 5 poles. Dominion has removed 5 of the old poles, with one pole remaining with Verizon facilities too close for PIKE to remove.

A pre-con meeting was held via Teams on May 27th. Notice to proceed was issued on June 2 with a start date to begin construction on June 9, 2025 with a tentative completion date of February 26, 2026. A Pre-con meeting was held on June 17, 2025 with the Loudoun County erosion and sediment control field inspector, where the grading permit was issued to A and M Concrete Corporation.

Quarter Branch Barn Improvements/Storage: Town staff continue to solicit contractors for proposals for the construction of the storage facility for materials. Millings from E Pennsylvania Avenue resurfacing have been placed at the barn parking lot and were broadcast behind the barn and in the side parking lot area. Escalante Trucking, LLC brought in additional screened millings from the Park Place well site to make the parking lot at Quarter Branch more inviting. Public Works Coordinator Gibbs will reset the parking wheel stops as time permits.

South Loudoun and South Locust Streetscapes Improvements: The Town's consulting engineer, Kimley-Horn, has submitted 100% construction drawings based on Town Council's recommended concept to the Town staff and VDOT.

Construction could start as early as July 1, 2025 with dry utility relocations. Anticipated

construction duration is estimated to be 16 to 20 months, with 4 months for final completion and closeout. Kimley-Horn has indicated that the 100% plans were submitted to VDOT for review on March 25, 2025. Plats for property rights are currently under review by Town staff. Property rights acquisition cannot begin in earnest until VDOT authorizes Right-of-Way stage, which is currently pending.

After the Town staff, Kimley-Horn, and VDOT kick-off meeting in April to review the application process from LUP to LAP, VDOT has issued subject matter expert comments to Kimley-Horn. Kimley-Horn is currently working on revisions to the plan prior to resubmitting the 100% plan submission to VDOT and the Town for final review and approval.

Quarter Branch Road Watermain replacement: The Town's consulting engineer, J2 Engineering, Inc. submitted 100% construction plans for review by Town staff on March 28, 2024. Town staff have reviewed these plans and are coordinating the next milestone with J2. J2 is assisting Town staff with the creation of an IFB and contractor selection in the near future now that federal funding has been selected for this project. Additional maintenance of traffic (MOT) measures have been requested by VDOT prior to approval of a land use permit (LUP). On September 20, 2024, J2 received MOT approval from VDOT and submitted 100% bid documents for Town review. EPA grant materials are to be prepared as the next milestone. J2 will assist with the EPA grant application.

Second Elevated Water Tank: Town staff have reviewed the 30% plans submitted on October 16, 2023 and coordinated the next milestone in December 2023. CHA is now working on 90% plans and will submit it for review in the first quarter of 2025 with final coordination with the tank manufacturer on foundation design based on the geotechnical results, coordination with vendors on control valves for the control vault, and finalizing the site layout. Town staff will use the design to develop a probable cost estimate that will be used to seek grant funding for the project. Until project funding is identified, the start of this project remains unknown.

Watermain Redundancy Project: The Town's consulting engineer, CHA has assembled approximately 10 watermain links in the water system that could provide added overall system pressure and reliability. Town staff met with CHA in early January 2024 to review the missing links. CHA provided a matrix to describe the pros and cons of each link with a map of those links on March 1, 2024. Town staff will review and prioritize the missing links in accordance with the recommendations presented by CHA.

Town Square Improvements: Town staff presented an updated landscape plan idea to the Infrastructure Committee (IC) on May 13, 2025. The IC voted in favor of a water feature with the tree planting plan. Pending Town council approval, with an alternative no vote from Town Council on the water feature, Town staff shall proceed with the updated landscaping tree plan. Town staff has completed the removal of the existing shrubbery, and Epling has removed the trickle irrigation system, fine graded, and applied hydroseed and straw to the bare areas.

Clock Tower Renovations: Town staff solicited a specialty contractor, Adams Tower and Street Clocks Repair, from Bedford, Virginia, (after Bell Foundry Christoph (BFC) went MIA) with the following scope of work to be performed; complete clean and removal of old existing rubber gasket around the inner center face post, clean old sealer off and reinstall with new sealer to stop water leakage. Remove old blue plastic material used for color lighting from all four faces and apply new material. Remove and scrap old sealer from around the outer interior side of clock faces and reapply new sealant. Clock hands will need to be removed during this process and then reinstalled after completion of each face procedure. Check individual motors for proper operation. Town to provide necessary lift equipment for outside face work. Adams Tower has indicated they do not need a crane; however, they do need a cherry picker type man lift for up to 4 days. Town staff believe the cost of renting a cherry picker lift will not exceed $2,000.00.

One-way Traffic (Pennsylvania Avenue, Church Street, and Light Street): Wells and Associates has submitted the one-way traffic striping and signage 100% complete design to VDOT for review. VDOT approved the plan on February 7, 2025. Town staff are soliciting costs to implement and will present to Town Council upon receipt.

Light Street Alley Conveyance: The adjoining property owners have executed a cost sharing agreement for the associated engineering and plat development required for the planned boundary line adjustments to convey the Light Street Alley, with access easements, in exchange for the equivalent area of land adjacent to the Town's Municipal Complex property. J2 Engineering has completed the survey and plat development, and the Town Attorney has completed the deed of easement(s). Town Council approved the conveyance of S Light Steet Alley by Resolution 2025-04-0006 at the April 10, 2025 Public Hearing directing Town staff to continue with transfer of property. As soon as the property owners sign all documents, Town staff to record at the courthouse. Mr. Walker has paid his balance of $5,500.00 for his share of the agreement.

West Broad Street and North Berlin Turnpike Intersection (NEW): The Town Council approved Resolution 2025-05-0006 authorizing Town staff to award a contract to Kimley-Horn for the design of the intersection improvements. Kimley-Horn to set up a pre-design kick-off meeting with VDOT in June. Once the project's timeline is scoped with VDOT, details of the schedule will be shared with the Town Council.

TO: **Jason Cournoyer, Town Manager**

FROM: **Frank Spitzer, Utilities Supervisor**

DATE: **June 26, 2025**

SUBJECT: **May/June 2025 Utility Report**

Purpose: Provide the Town Council with an update on Utilities System activity.

Background/Discussion:
1). Now that the Frye Court lift station pump rails are installed, Visusewer Inc. has been approved to seal the pump station structure to eliminate the ground water infiltration reducing the run time on the pumps and the excess flow to the Waste Water Treatment Plant (WWTP).

2). Now that the Park Place Water Treatment Plant (WTP) has been approved by Virginia Department of Health and is now in operation, DR Controls have been approved to install SCADA and to integrate Park Place WTP into the existing water program giving the ability to run the plant in conjunction with the Kings Ridge and Retirement Village WTP's.

3). A new parking lot of compressed millings has been installed at the Park Place WTP.

4). The Retirement Village WTP well pump started tripping the electrical breaker on 5/29 and completely failed on 5/31. Valley Well Drilling determined that the motor for the pump was faulty and replaced it. Afterwards, the GPM's of the pump was only half of normal, so they again pulled the pump and determined that it was the actual pump that was faulty that caused the motor to fail. On 6/9 they installed a new pump and after 2 bacti samples are reported negative for coliform/ecoli the well will be returned to the system

5). Priority One Plumbing has begun work at the Waste Water Treatment Plant (WWTP). They have installed a booster pump on the potable well system and have begun repairs on the non-potable water system which uses the plant's effluent to supply water to the plants yard hydrants and the head works unit

6). Priority One Plumbing has begun to camera sewer laterals on Broad Way in preparation for the Broad Way rehabilitation project. This will make laying the new water lines more efficient and identify problems that may cause delays beforehand. As of June 23rd, they have completed as many as they are able to do.

7). Valley Well Drilling has agreed to replace the well pump at the Park Place WTP with

a larger pump as the current pump is out of the pumping curve. The well is producing more than expected and the current pumps life span will be shortened if left in place. A water level transducer will also be added to view the well water level on SCADA.