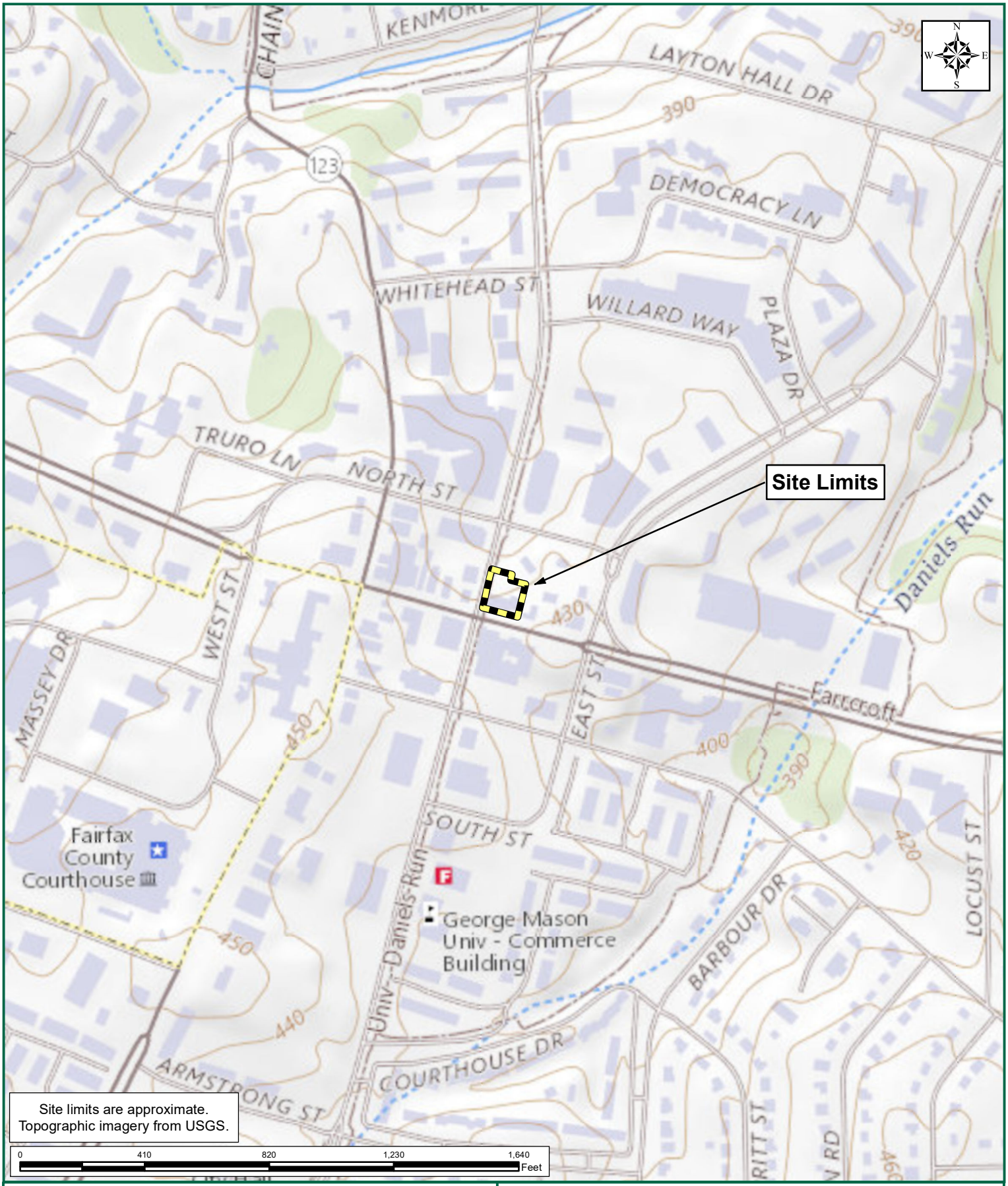
Appendix A:
Project Maps, Site Photographs, and Project Narratives

Path: Y:\806\45558.026 - Fairfax Old Town Hall Rehab\GIS\45558.026-VIC.mxd



FAIRFAX OLD TOWN HALL REHABILITATION

CITY OF FAIRFAX, VIRGINIA

VICINITY MAP

TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH OURS.

TIMMONS GROUP JOB NUMBER:*45558.026*
PROJECT STUDY LIMITS:*0.34 ACRES*
LATITUDE:*38.846134*
LONGITUDE:*-77.304843*

U.S.G.S. QUADRANGLE(S):*FAIRFAX, VA*
DATE(S):*2022*
WATERSHED(S):*MIDDLE POTOMAC-ANACOSTIA-OCCOQUAN*
HYDROLOGIC UNIT CODE(S):*02070010*


Old Town Hall Rehabilitation
Legend
Project Limits
3999 University Dr
Google Earth
N
100 ft

Old Town Hall

View of Old Town Hall from University Drive, facing east.

View of Old Town Hall main (west) entry from University Drive, facing east.

View of Old Town Hall west and south sides, facing east down Main Street.

View of Old Town Hall south side, facing north.

View of Old Town Hall north side, facing southwest.

View of Old Town Hall east side/addition, facing west.

Old Town Hall

Additional view of Old Town Hall east side/addition, facing southwest.

View of Old Town Hall northwest side stairs, facing east.

View of Old Town Hall from northern parking lot, facing south.

View of area on Old Town Hall southern exterior to be landscaped and stabilized, facing northwest.

View of Old Town Hall northeast side stairs to be replaced.

View of Old Town Hall north side HVAC equipment to be removed and relocated. Sanitary sewer is currently behind the timber retaining wall to the left of the visible cleanout.

Old Town Hall

View of Old Town Hall from northern parking lot, facing southeast.

View of Old Town Hall northeast entry, facing southeast.

View of northern parking lot, facing west.

View of southeastern parking lot, facing north.

View of Old Town Hall southeast addition and small parking area, facing west down Main Street

View of Old Town Hall south side, facing northwest.

Old Town Hall

View of the main downstairs hall, facing east.

View of the first-floor stairs, facing north.

View of the main upstairs hall, facing west.

View of the main upstairs hall, facing east.

Detailed Project Narrative

Old Town Hall is a contributing structure included in the City of Fairfax National Register Historic District and is within a locally designated historic overlay district. Built in 1900 by Joseph E. Willard, the building was presented to the Town of Fairfax in 1901. The intent of Mr. Willard's gift of the building was to provide a civic gathering place and cultural facility for the growing town. An addition was constructed in 1990 which added an elevator, accessible restrooms and a warming kitchen for use by caterers. The building is a popular venue for civic events including the City's July 4th celebration, concerts and plays presented by the Cultural Arts Division and "Chocolate Lover's Festival." These events draw several thousand visitors per year. The building is also offered as a rental facility for private events, such as weddings and parties, and hosts over a hundred of these in a typical year.

At approximately 3:45 a.m. Friday, Aug. 14, 2020, the column on the north side of historic Old Town Hall's portico failed and fell onto the sidewalk. As a result of the column failure, the City completed an evaluation of the building porch and front façade and identified significant rehabilitation needs. The columns and portico are currently being repaired at a cost approaching $1,000,000 from the City's General Fund. Further evaluation of the entire building indicated that significant additional work is required to preserve, rehabilitate and upgrade the facility to ensure that it continues to serve the community into the future. The proposed efforts include replacement and relocation of mechanical systems, and renovations of the interior stairwell, doors, restrooms, the flat roof area, and related aspects of the building envelope. Federal funding is essential to this effort as the City has expended significant reserve funding to effect the repairs dictated by the column failure. On notification of the grant award, the City is prepared to conduct a thorough evaluation and proceed with the work to stabilize and restore this historic structure.

The proposed work is divided into several areas:

1) The first effort will be to conduct a comprehensive survey of the structure, develop plans and construction documents and obtain the necessary approvals from the various regulatory authorities, including the City's Board of Architectural Review and building department and review for compliance with Section 106 of the National Historic Preservation Act. An environmental review will also be completed as part of this effort. This work will be led by an architectural firm experienced in rehabilitation of historic structures, supported by engineering firms and others with appropriate expertise.
2) The exterior building envelope requires a thorough evaluation and appropriate repair. The column failure identified above was caused by wood rot at the column base, exacerbated by a lack of proper ventilation due to the original design. Additional areas of wood damage are visible in several areas of the structure, on both the historic portion and the 1990's addition. Several of the window sashes require repair. Many of the windows retain the original glass panes, now over 100 years old, so repairs must be undertaken with due care and by qualified craftsmen. Distinctive "rose" windows were part of the original design. These units are fragile and were stabilized during a renovation in the 1990's but additional repairs are needed. The standing seam metal roof on the main structure was replaced recently, however flat membrane roofs installed over the addition are now over 30 years old and will need replacement. Wood siding and trim will be

repaired or replaced with appropriate materials as needed and the entire exterior will be painted. The benefit of this effort will be to preserve the historic fabric and maintain the integrity of the structure into the future.

3) As a public structure, accessibility is a key feature. As part of the rehabilitation of the front façade and portico necessitated by the column failure, a wheelchair accessible ramp is being added to ensure access through the front doors. A ramp was previously constructed as part of the 1990 addition; this ramp leads to a rear door adjacent to the elevator. This older ramp is in need of repairs and upgrades to meet the current standards. ADA access to the rear of the building is necessary as this allows direct access to the elevator lobby for those attending events in the second-floor space. There are currently two parking spaces used for staff parking. These spaces currently do not meet the ADA requirements for accessible parking but could be reconfigured for compliance.
4) The mechanical systems in the building are aging and inefficient. In addition, the HVAC units are located in a very visible area which detracts from the appearance of the historic structure. The intent of the project will be to identify a more suitable location, possibly on the flat roof of the addition, and to replace the units with quieter, more efficient equipment. The current equipment provides air conditioning only, with heat provided by natural gas duct heaters. Replacement with modern, high efficiency heat pumps will provide environmental benefits, lower energy consumption, and reduced operating costs.
5) As an intensively used public structure and rental venue, the restrooms and other areas require maintenance and upgrades to provide an attractive, useful, and fully accessible facility. An evaluation of the interior spaces, particularly within the 1990 addition, will be conducted to determine the needs for improvement. The addition included an outdoor balcony area; however this space is mainly used for storage of portable stage platforms and is unsightly. Conversion of this area into an enclosed space would make it more attractive and useful. The area provided for use by catering staff should be upgraded to provide greater efficiency and utility. This portion of the project will provide for greater utility of the facility and improve the experience of guests at both civic and private events.
6) The exterior landscaping and parking areas require evaluation to provide for accessibility, utility, and appearance. Old Town Hall is located adjacent to a congested intersection. There is currently limited space for vehicles to pause to drop off and collect passengers. The current small parking lot could be redesigned to accommodate a drop-off area. The stairs to the north rear entrance are constructed of treated lumber and are not suited to the character of the building. These stairs should be replaced with more appropriate material and design. A new, underground electrical service was provided to the building as part of a larger utility undergrounding program in the Old Town area. The equipment should be provided with more appropriate screening to improve the appearance. With the relocation of the HVAC equipment, an area along the north wall will be available for landscaping. Plants appropriate to the area and the historic context would be used in this location. Given the frequent events where catering is provided, a more appropriate solution for trash containers and collection will be provided. A brick retaining wall adjacent to the rear of the building provides support for columns that support the 1990 addition. This wall is deteriorating and is in need of repair. The area needs to be re-graded to divert water away from the structure.

7) The interior of the structure will be evaluated for improvements to include window treatments to prevent damage from ultraviolet light and to assist with energy conservation. Use of LED lighting and the installation of interior storm glazing will be evaluated for practicality and effectiveness. In addition, consideration will be given to the need for power, lighting and audio/visual systems to properly support the needs of performing arts programs. The building is equipped with fiber-optic cable, which allows our local access television station to broadcast various events to the community, however setup for these events is complicated by the lack of power and lighting. The interior wall finishes show significant cracking of plaster. The wall finishes will be reviewed to determine the historic context and will be restored as needed.

The above improvements are needed to ensure that this historic structure is appropriately preserved while allowing its continued use to support civic and private events. As noted above, the original purpose of Mr. Willard's gift was to provide a place that would host events and foster a sense of community. We are proud to be able to continue the community heritage served by this building.

Note: Form SF-LLL Disclosure of Lobbying Activities is omitted from this submission because City of Fairfax does not engage in lobbying activities.

City of Fairfax

Old Town Hall

3999 University Drive

Proposed Exterior Renovation/Rehabilitation

HUD/State ID B-22-CP-VA-0894

Prepared by City of Fairfax Department of Public Works

for use in completing Environmental Assessment and Preliminary VA DHR Review

Fairfax Old Town Hall (ca. 1900)

West (front) Elevation (historic)

Restoration of the masonry foundation, replacement of concrete deck with wood flooring, installation of an ADA compliant access ramp and new stairs were recently completed as part of a project necessitated by the failure of the left (northwest) column. The failed column was replaced with a new wood column. The remaining three columns were removed, restored and returned to use. This work was completed in May 2023 using local funding.

Proposed grant-funded work on this elevation is limited to repairs to damaged and rotted trim, restoration of windows, doors and tympanum vent, and repainting of siding and trim at façade and tympanum. The exterior wood siding on the historic portion of the building appears to match the original siding based on the historic photograph (see cover page) but was clearly replaced at a more recent point as “Tyvek” material can be seen behind the siding material. Research as to appropriate colors is in process through historic records and paint analysis. Consideration is also being given to re-installing shutters on the first-floor windows to replace those seen in the historic photograph.

No land disturbance is anticipated on this elevation.

North Elevation (historic)

New stairs were added to the end of the front porch to facilitate access to the parking area as part of the porch repair work. These stairs were included in an informal review presented to the Virginia Department of Historic Resources and comments were incorporated into the design. A formal review was not completed as only local funds were expended for this work. The area to the left of the picture shows an addition that was completed in the 1990's.

Proposed grant-funded work on this elevation includes the removal of the two HVAC compressors (with relocation to the flat roof of the addition), removal of the screening walls that were added to screen the HVAC units, removal of the wood trash enclosure, localized repair or replacement of damaged trim and siding, restoration of windows, rehanging improperly sloped gutters, repointing of the stone foundation wall and localized areas of the brick chimney, and painting of entire façade (see notes on front elevation regarding siding and paint selection). Replacement of the temporary wood stairs leading to the entry door to the addition is proposed as part of this work. As with the front elevation, providing new shutters consistent with those shown in a historic photograph is under consideration.

Land disturbance will include removal of the wood timber retaining wall and regrading of the area along this elevation (approximately eight feet by forty feet), construction of footings for replacement stairs, and installation of new curbing along existing sidewalk.

Additional View of North Elevation (addition/historic)

This view shows HVAC units to be relocated, screen walls and trash enclosure to be removed and stairs to be replaced. Light fixture above door will also be replaced with a more appropriate unit. The entrance elevation of the addition will also be considered during the exterior redesign, including potentially eliminating the recessed entrance and creating a more complimentary rhythm to the openings.

North Elevation (addition)

Proposed work on this elevation is limited to repair or replacement of damaged and rotted trim and siding and repainting to match other elevations. No land disturbance is anticipated in this area.

East (rear) Elevation (addition)

This view also shows part of the addition that was completed in the 1990's. Proposed grant-funded work on this elevation includes repair or replacement of damaged and rotted trim and siding and repainting to match other elevations. In addition, the lattice screen covering the electrical service will be replaced with a more appropriate design. This elevation will be reviewed as a part of the exterior redesign of the addition, including enclosing the existing open porch to the left of the image as well as potentially providing additional windows to create a more complimentary rhythm. Consideration is also being given to constructing a ramp to this rear door for accessibility purposes. The front entrance of the building was made accessible as part of the front porch restoration, but an accessible entrance at the rear is desired as it provides the most direct access by elevator to the second floor.

Land disturbance in this area would be limited to raising the level of and potentially widening the existing walkway.

South Elevation (addition)

On this façade the proposed grant-funded work includes enclosing the upper porch and area below to provide additional storage for the facility. As evident in the photograph, the upper porch is currently used to store equipment, which is inappropriate and unsightly. The exterior redesign of the enclosed porch will seek to provide a more appropriate relationship of the addition to the original building, including resolving misaligned elements and improving the relationship of the building to the surrounding grade. Damaged and rotted trim would be replaced and painted as needed. The ramp to the left would be eliminated and replaced with a new, compliant ramp on the right side of the parking area. The parking area would be regraded to provide ADA compliant parking and the brick sidewalk passing in front of the parking spaces would be widened to match the adjacent sidewalk.

Land disturbance would be needed to regrade the parking area, remove the existing non-compliant concrete ramp, and to provide an accessible ramp. Note that this area has been heavily disturbed previously to provide underground power in the area (including this building). An electrical utility vault, which will remain in place, is visible at lower right.

South Elevation (historic)

Proposed grant-funded work on this portion of the south elevation would be limited to repairs to damaged and rotted trim, replacement of corroded flashings, restoration of windows, and repainting of siding at façade. As with the front elevation, shutters may be installed on the first-floor windows to match those shown in the historic photograph. Paint selection would be subject to the notes provided for the front elevation. The vent flue visible to the left of the roofline will be eliminated if it is possible to replace a gas-fired duct heater in the attic with a different heat source, or replaced if removal is not possible. Surface-mounted wiring and defunct conduit will be removed from the elevation.

No land disturbance is anticipated for this area other than as noted on the previous page.