



Community Development
Department

STAFF REPORT

Meeting Date:	July 7, 2026
Agenda Title:	COA 26-16 22 Waterloo Street
Requested Action:	Proposed Rear Addition, Door Replacements, and Façade Improvements
Department / Agency Lead:	Community Development
Staff Lead:	Whitney Burgess, Preservation Planner

EXECUTIVE SUMMARY

The applicant is proposing to construct a rear addition on the building as part of a kitchen expansion and interior reconfiguration, as well as façade and hardscaping improvements. The existing rolling garage doors would be replaced with proposed windows and double-leaf doors in similar multi-pane fenestration pattern, and the stucco exterior would be repainted white with black trim. This addition, while small in scale, would allow for improved circulation in the interior and a better experience for both employees and customers.

Prior Feedback from Work Session 5/28/2026:

- Incorporate parapet construction at the roofline to provide a buffer to conceal any roof-mounted HVAC, set back 4-5 ft while maintaining the roofline. Avoid replicating the appearance of the historic tile roofing.
- Maintain the current fenestration pattern and in-set (plane) of the garage doors to the greatest extent possible when choosing replacement access doors. Although the extant garage doors are wood, metal or steel doors would be an acceptable option.
- Return to the use of stucco on the exterior of the new addition, but with a different variant or texture than what is on the existing building.
- Include a detailed plan of the "cellar" area within the new addition.

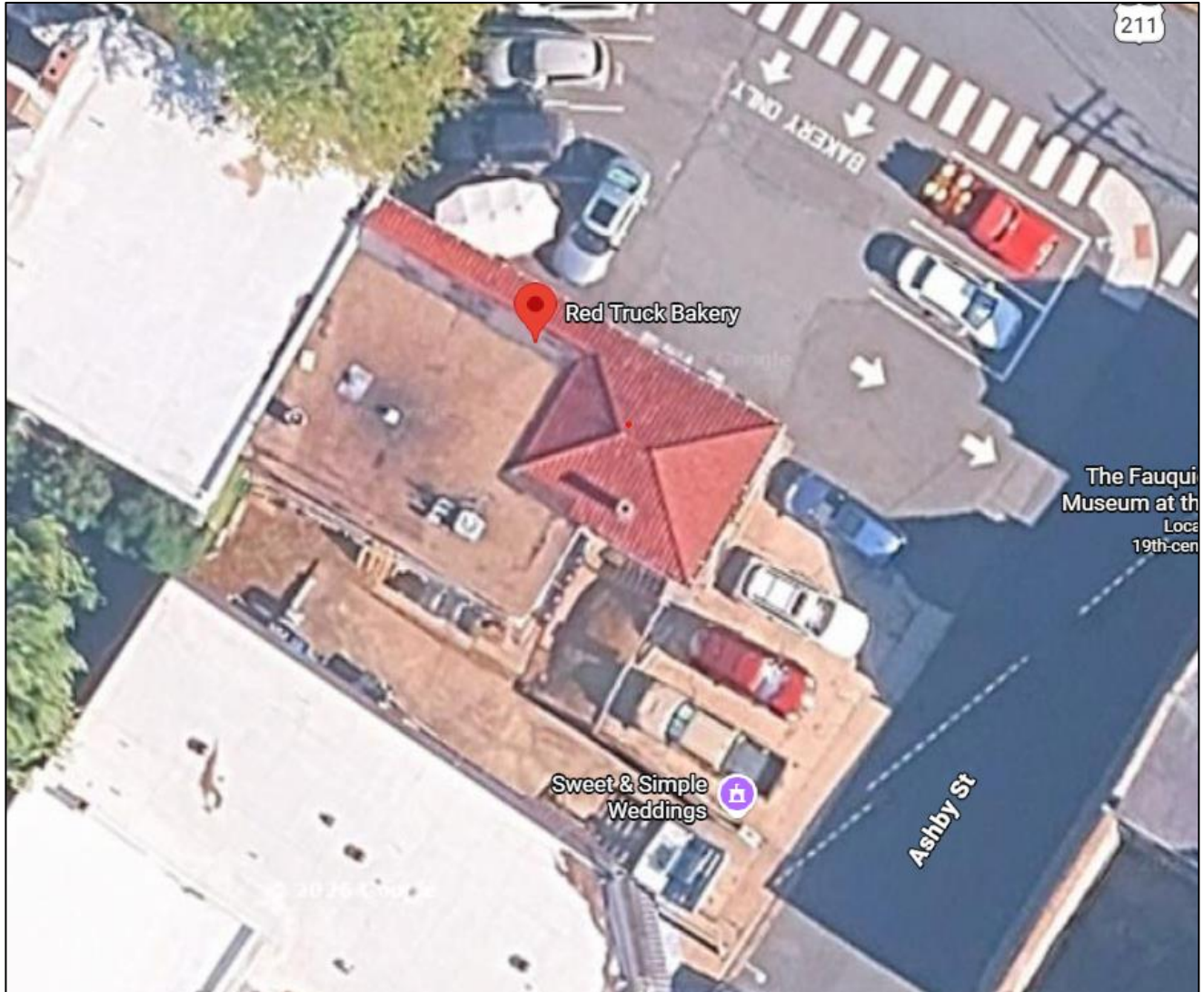
Staff has confirmed that ARB feedback from the Work Session was incorporated into the most recent plans (see Attachments 1 and 2).

Zoning and Building/Fire comments have been relayed to the Applicant for future reference after COA approval.

BACKGROUND

22 Waterloo Street (156-0019-0287) is one-story circa 1935 service station in the Spanish Colonial Revival Style. The property is located within the CBD zone and situated at a prominent location across from Courthouse Square. It is known that a filling station was on site between 1931 and 1937, and the appearance of this building suggests that it was historically used as such or as something of a related use. This building was also associated with the Physician's Hospital next door, as it appears to have been connected and used by them at one time. This resource is a rare type within the district, but it is consistent with the character of early to mid-twentieth-century

commercial buildings within the commercial areas of the district. This resource retains integrity, falls within the district's period of significance, and contributes to the commercial character of the district. Although it does not possess sufficient architectural or historical significance to qualify for individual listing in the National Register, it is a contributing resource to the Warrenton Historic District under Criterion C, for architecture, and Criterion A for transportation.







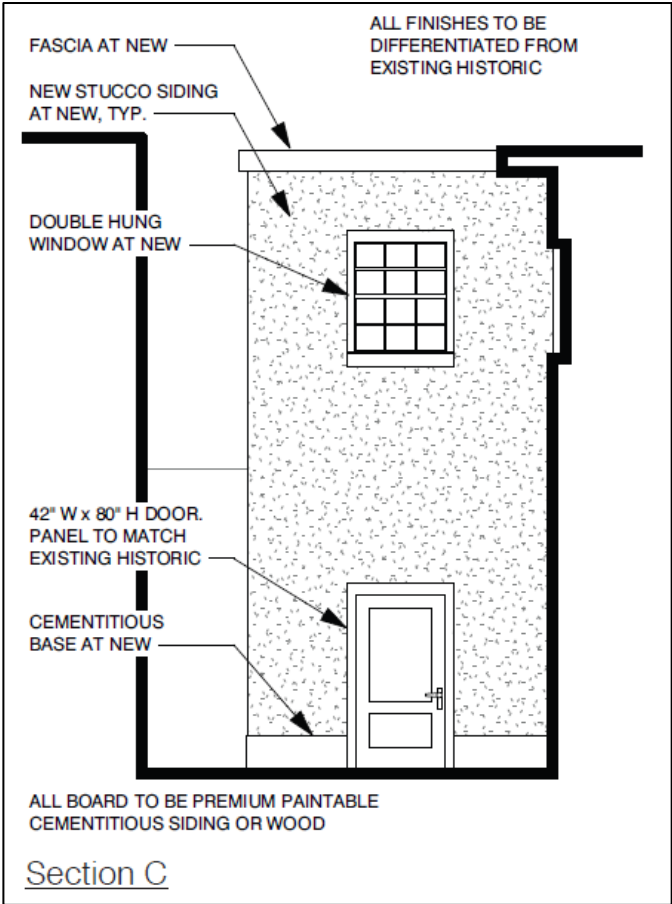


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Rendered Perspective
Rear Improvements from the Alley and Ashby



See Attachment A for additional Plans and Photos

DESIGN GUIDELINE CONSIDERATIONS

Historic District Guideline	Page No.	Analysis
GUIDELINES FOR SITE DESIGN		
A. Landscaping		
Best Practices		
Be careful not to attract moisture toward historic masonry. Avoid planting too close to a building so as not to damage or retain moisture against architectural features or building foundations.	3.7	
F. Exterior Lighting		
2. Design new lighting to be compatible with the historic resource and neighborhood	3.13	
3. Design new exterior illumination in an inconspicuous and non-destructive manner. If possible, it should be hidden behind parapets, screen in landscaping, or attached to separate structures, such as light poles. If it is not possible to conceal light sources, they should be of inconspicuous color and design.	3.13	
3. GUIDELINES FOR BUILDING COMPONENTS		
B. Windows and Doors		
4. Recreate door and window glazing to match the appearance of the original glazing patterns as closely as possible. Maintain original size, shape, muntin configuration, and number of lights. Do not substantially alter the profile of the frames, sashes, or muntins to accommodate thick (double or triple) replacement glazing. Use clear window glass that conveys the visual appearance of historic glass (transparent low-e glass is preferred)	3.21	
5. If using the same kind of material is not technically feasible, then a compatible substitute material may be considered, especially on the side or rear facades when minimally visible from the street. All replacement materials must fit the original opening without alteration. Substitute materials will be review on a case-by-case basis.	3.21	
7. Design new windows, doors, and other elements to be compatible with the original building	3.21	
GUIDELINES FOR NEW CONSTRUCTION		
Context		

Historic District Guideline	Page No.	Analysis
The Architectural Review Board will not specify a particular architectural style or design for new construction projects. The context of new construction or infill is more important than the decorative details applied, though detailing is important.	3.63	
New construction will be evaluated based on the project's relationship to its surroundings (context) and to the details of its site (materials, cornices, trim, porches, landscaping, rhythm).	3.63	
A1. Setback		
1. Relate the setback of any new construction and additions to the setback of the existing historic buildings in the immediate surroundings of the proposed new construction. Generally speaking, setback should be within 10% of adjacent setbacks.	3.64	
C. Additions to Existing Buildings		
1. Recognize all buildings as products of their own time; design the new addition so that it can be distinguished from the original, yet be compatible with the massing, size, scale and architectural features.	3.72	
2. Additions will cause the least possible diminution or loss of the historic character of the existing building including its materials, craftsmanship, design, location and setting.	3.72	
3. Locate additions that increase the interior footprint as inconspicuously as possible by setting them back from the front and side of the building.	3.72	
4. Additions should be clearly subordinate to the existing building in overall size including height, width, depth and scale.	3.72	
7. Design and construct additions in such a manner that if removed in the future, the essential form, character and integrity of the historic property remains intact. For example, a small connector passage or hyphen to join a side or rear addition to the original building is less invasive and destroys less fabric than a full elevation connection.	3.72	
8. The style of the addition should not replicate the original but might respectfully, modestly reflect design elements.	3.72	
10. Respect the size, proportion, spacing and rhythm of existing door and window openings on the existing building. Respect the spatial relationship between the wall surface and window opening of the existing building	3.72	

STAFF RECOMMENDATION

Staff recommends approval of Certificate of Appropriateness 26-16 for the request to construct a rear addition to the existing building, and exterior improvements including the replacement of existing garage bay doors with new double-leaf doors of similar configurations and improved exterior lighting, as described and depicted in the application and plans, provided the following conditions are met:

- 1) All necessary permits are acquired;
- 2) The new addition is visually distinguishable from the existing historic materials but respectful of the building's historic character;
- 3) The replacement facade doors respect the historic configurations, plane, and scale of the existing historic garage bay doors;
- 4) Proposed new lighting should be compatible with the historic resource and neighborhood;
- 5) Any new plantings, as part of proposed landscaping changes, should be planted or contained at least 4 inches away from the exterior walls.
- 6) Use appropriate paint finish for the building's stucco exterior, as outlined in the NP Preservation Brief 22: *Preservation and Repair of Historic Stucco*, such as limewash or cement-based paint, latex paint, or oil-based paint.

ATTACHMENTS

1. Attachment 1- Plans and Photos
2. Attachment 2- Red Truck Bakery Full Presentation (PDF)
3. Attachment 3- Draft Motion