



## ARCHITECTURAL REVIEW BOARD MEETING

21 Main Street

Thursday, June 26, 2025, at 6:30 PM

### MINUTES

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#### A OPEN MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON JUNE 26, 2025

##### Regular Meeting

##### PRESENT

Mr. Michael Beidler, Vice-Chair; Mr. Steve Wojcik; Ms. Millie Latack;  
Ms. Casey Squyres, Historic Preservation Planner

##### PRESENT VIA ELECTRONIC MEANS

##### ABSENT

Ms. Karen Lavarney, Chair

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#### REGULAR MEETING – 6:30 PM

Mr. Michael Beidler reads the purpose statement and calls the meeting to order at 06:30PM, a quorum is present, and business can be conducted.

#### APPROVAL OF MINUTES.

##### 1. ARB Meeting Minutes – January 23, 2025

Mr. Wojcik moves to approve the January 23, 2025, meeting minutes, as presented.

Ms. Latack seconds the motion.

The vote was as follows:

Ayes: Mr. Michael Beidler, Vice-Chair; Ms. Millie Latack; Mr. Steve Wojcik

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

The minutes were approved.

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##### 2. ARB Meeting Minutes – February 27, 2025

Ms. Latack moves to approve the January 23, 2025, meeting minutes, as presented.

Mr. Wojcik seconds the motion.

The vote was as follows:

Ayes: Mr. Michael Beidler, Vice-Chair; Ms. Millie Latack; Mr. Steve Wojcik

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

The minutes were approved.

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## **NEW BUSINESS.**

### **1. COA 2025-34: 39 S. Chestnut Street**

Review proposal for the request to remodel the roofline at the rear elevation to construct a central, shed-roof dormer as a result of interior bathroom renovations.

Mr. Beidler invites the applicant forward to speak.

Mr. Charles Mothersead, Owners Representative, is present to provide further information.

Mr. Wojcik comments on the design and makes a suggestion on the roofing material used.

Mr. Mothersead responds briefly, discussing material suggestions made by the ARB in the past.

Ms. Latack asks for clarification on the dormer roof design.

Mr. Mothersead responds, providing what information he has on the design process.

Mr. Beidler asks for a motion.

Mr. Beidler reads the proposed motion as presented.

Mr. Wojcik moves to approve COA-25-34 with the presented approval conditions,  
Seconded by Ms. Latack.

The vote was as follows:

Ayes: Mr. Michael Beidler, Vice Chair; Mr. Steve Wojcik; Ms. Millie Latack;

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

**2. COA 2025-35: 318 Falmouth Street**

Request for the construction of an addition on the rear of the house to bump out an existing sitting room with a screened porch. The screened porch will extend beyond the rear of the house by twelve (12) feet on the northern elevation.

Ms. Squyres suggests that as the applicant is not present the Board may want to review the next application before coming back to review COA-25-35.

Mr. Beidler agrees and the Board proceeds to review COA-25-39.

Mr. Beidler reintroduces the application and invites the application forward to speak.

Mr. David Norden, Applicant, comes forward to speak, providing a brief overview of the application.

Mr. Beidler asks for any questions from the Board.

Mr. Wojcik asks about the proposed roofing material.

Mr. Norden responds, outlining the proposed material.

Ms. Latack asks for clarification on the age and location of the proposed addition.

Mr. Norden responds, providing what historical information is available for the location.

Mr. Norden provides further clarification on the visibility of the location.

Mr. Beidler asks about the addition of a fireplace to the family room, specifically the type of fireplace,

Mr. Norden responds that the type has yet to be determined and briefly discusses the design and logistics of each.

Mr. Beidler asks about the proposed siding for the addition.

Mr. Norden responds, discussing the proposed siding.

Mr. Beidler asks about the inclusion of gutters on the addition.

Mr. Norden responds outlining the planned inclusion of half-round gutter.

Mr. Beidler asks about the color of the proposed roof.

Mr. Norden responds that no decision has been made though they would like to match existing roofing.

Mr. Beidler asks about the color of the gutter.

Mr. Norden responds that it will match existing trim and gutter.

Mr. Norden asks about the inclusion of a metal flu for a wood-burning chimney.

Ms. Squyres comments that that would have to be a separate application as it was not included but this conversation could act as a work session allowing for administrative approval in the future.

Ms. Latack clarifies that color cannot be a requirement of approval.

Mr. Beidler reads the proposed motion.

Mr. Wojcik moves to approve COA-25-35 with the presented approval conditions, Seconded by Ms. Latack. The vote was as follows:

Ayes: Mr. Michael Beidler, Vice Chair; Mr. Steve Wojcik; Ms. Millie Latack

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

#### **COA 2025-35 passes 3-0-1**

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### **3. COA 2025-39: 68-72 S. Fifth Street**

Request to conduct multiple exterior renovations, repairs, and replacements, including:

Ms. Christina Hitchcock, Applicant, comes forward providing a brief overview of the application.

Mr. Beidler comments on the quality of the drawings provided and asks for any questions from the Board.

Ms. Latack asks for clarification on the scope of window replacement.

Ms. Hitchcock responds providing the scope of the proposed changes.

Ms. Latack expresses her excitement and support for the proposed work.

Mr. Wojcik asks for further details on the proposed window material.

Ms. Hitchcock provides the requested information.

Mr. Wojcik asks about the use of vinyl trim.

Ms. Hitchcock responds that any mention of vinyl trim is an oversight, and the intent is to use wood trim.

Mr. Wojcik asks that a condition be added to that effect.

Mr. Wojcik asks if the proposed fiberglass door will be replacing a wooden door.

Ms. Hitchcock responds that no wooden doors are being replaced.

Ms. Hitchcock provides further details about the doors being replaced and her request for synthetic material.

Mr. Wojcik asks for further details on the proposed material.

Ms. Hitchcock indicates her preference that metal doors be used.

Ms. Hitchcock and Mr. Wojcik briefly discuss the proposed material.

Mr. Beidler asks for more details on the sliding barn doors.

Ms. Hitchcock outlines her intentions for the sliding barn doors.

Mr. Beidler reads the proposed motion.

Ms. Latack moves to approve COA-25-39 with the presented approval conditions, Seconded by Mr. Wojcik. The vote was as follows:

Ayes: Mr. Michael Beidler, Vice Chair; Mr. Steve Wojcik; Ms. Millie Latack

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

COA 2025-39 passes 3-0-1

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#### 4. WORK SESSION: New Construction - Four Warrenton Crossing Dwellings within Historic District Boundary.

Mr. Beidler invites the project representatives forward to speak.

Mr. Brett Cameron and Mr. Eric Boeble, come forward to speak, providing a brief overview of the proposed project.

Mr. Wojcik asks for clarification on the locations of the lots.

Ms. Squyres responds, providing a map of the locations.

Ms. Latack asks for clarification on the scope of homes in the historic district and materials proposed for homes in the development.

Mr. Cameron responds, outlining the material differences between the houses in the historic district and the rest of the development.

Mr. Beidler asks for further details on the proposed elevations and windows used.

Mr. Cameron responds providing the requested information.

Mr. Wojcik comments on the elevations and asks for clarification on the developer.

Mr. Cameron clarifies the developer.

Mr. Beidler asks about the proposed siding and trim.

Mr. Cameron responds, providing the proposed siding and trim materials.

Ms. Squyres comments that she has been working with the developer to provide examples of new construction materials that meet historic district guidelines.

Mr. Beidler asks about the proposed roofing material.

Mr. Cameron responds, outlining the proposed roofing materials.

Mr. Beidler asks for further information on the proposed gutter style.

Mr. Cameron responds, outlining their plans for the gutters.

Mr. Wojcik briefly talks about recommendations by the Board on another development in the historic district.

Mr. Wojcik and Mr. Cameron briefly discuss the recommendation.

Mr. Beidler asks about exterior lighting in the proposed plans

Mr. Cameron responds clarifying the plans.

Mr. Beidler comments on the scale of information provided.

Mr. Wojcik comments on the proposed fencing material.

Mr. Cameron responds.

Ms. Latack suggests the use of a less modern door and asks about the elevations of the hardy plank siding on the sides of the building.

Mr. Cameron responds outlining the minimum elevations.

Ms. Latack expresses her concerns over the starkness of the architectural designs along the sides.

Mr. Cameron their plans to blend the design of the foundation wall with the siding.

Mr. Wojcik expresses his agreement with Ms. Latack's concerns.

Mr. Cameron advises that the topography of the site should help with the visibility of the structures.

Ms. Latack and Mr. Wojcik outline the though process behind the preservation process.

Mr. Beidler expresses his agreement with the previous concerns.

A brief discussion on whether a single application can be submitted for the project or if individual COAs will be required.

A discussion of the lots involved in the project occurs.

Mr. Cameron provides a brief closing statement.

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## **UPDATES.**

### **1. 9 Culpeper St: Roof Replacement**

Ms. Squyres presents a brief summary of the proposed work.

Ms. Latack asks if salvage has been considered.

Ms. Squyres responds, noting the possibility.

Ms. Latack notes that the deterioration of the roof does not appear to necessitate full replacement.

Ms. Squyres expresses her agreement.

Mr. Beidler states his opinion that repair should be pursued over replacement and compares the work to a similar project he is aware of.

Ms. Latack agrees with Mr. Beidlers opinion.

Mr. Wojcik notes that the roof is visible and provides his opinions on the roofs condition.

### **2. 3 Hotel St and 45 Winchester St**

Ms. Squyres updates the Board that applications for the properties may be coming and will be an expedited review.

Mr. Beidler asks what an expedited review would look like.

Ms. Squyres responds that she is unsure and will need to consult other staff and the Town Attorney.

## **BOARD MEMBERS TIME.**

Mr. Wojcik updates the Board on status of a window restoration he has been working on and some architectural salvage he has acquired. He also mentions several houses around Town with ongoing restoration efforts.

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**ADJOURNMENT.**

**Mr. Wojcik moves to adjourn the meeting, Seconded by Ms. Latack. There was no discussion, The vote was as follows:**

Ayes: Mr. Michael Beidler, Vice Chair; Mr. Steve Wojcik; Ms. Millie Latack

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

**With no further business, this meeting was adjourned at 8:00 PM on Thursday, June 26<sup>th</sup>, 2024.**