



**ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON
TOWN HALL
21 MAIN STREET
WARRENTON, VIRGINIA 20186**

MINUTES

A REGULAR MEETING OF THE ARCHITECTURAL REVIEW BOARD WAS HELD ON April 27, 2023, AT 7:00 PM IN WARRENTON, VIRGINIA

PRESENT Ms. Laura Bartee, Chair; Ms. Virginia Gerrish, Vice-Chair; Mr. Steve Wojcik; Mr. John Thorsen; Ms. Karen Lavarney; Ms. Denise Harris, Planning Manager; Ms. Casey Squyres, Historic Preservation Planner

ABSENT

CALL TO ORDER AND DETERMINATION OF A QUORUM

The meeting was called to order at 7:00 p.m., and a quorum was established. Ms. Bartee read the purpose statement.

APPROVAL OF MINUTES

Draft Minutes- March 23, 2023

The Board has no comments.

Mr. Wojcik motioned to approve the minutes for March 23, 2023, as presented. Ms. Gerrish Seconded. All in favor.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

NEW BUSINESS

COA 23-16 30 SOUTH THIRD STREET

Ms. Squyres provides a brief overview of the application.

Ms. Jordan Hill, applicant comes forward to speak.

Ms. Hill Briefly elaborates on the application.

Ms. Gerrish asks for clarification regarding the proposed sign.

Ms. Hill responds providing the requested information.

Ms. Bartee Opens the floor to questions.

Mr. Wojcik asks for further details on the placement of the proposed light.

Ms. Hill provides the requested information.

Ms. Gerrish expresses her concern regarding the painting of the brick and asks about the rear patio.

Ms. Hill responds outlining patio specifications.

Ms. Bartee briefly discusses the choice of paint for best masonry preservation with the applicant.

Ms. Gerrish comments on the benefits and weathered look provided by allowing the paint to flake off.

Ms. Bartee asks about the color and scope of proposed painting.

Ms. Hill responds providing the requested information.

Ms. Bartee asks about the boarded-up rear and side windows.

Ms. Hill responds providing plans for the boarded-up windows.

Ms. Bartee asks if the storefront trim and door will be painted.

Ms. Hill responds, outlining plans for the storefront.

Ms. Gerrish comments on the guidelines and the need to store original doors for potential later use.

Ms. Bartee asks about the transom above the front door.

Ms. Hill responds detailing the proposed sign to be included in a later COA application.

Ms. Lavarney asks about the placement of the proposed hanging sign.

Ms. Hill responds providing the requested information.

Ms. Lavarney asks about the possibility of repair work being done to deteriorating masonry.

Ms. Hill responds that there are no plans currently citing her discussions with the property owner.

Ms. Gerrish comments on the need to let natural wear remove paint from masonry.

Mr. Thorsen asks if the proposed exterior light will be gas fueled.

Ms. Hill responds.

Mr. Wojcik asks about the rear corner down spout.

Ms. Hill responds, expressing that resolutions to the issue are already planned.

Ms. Bartee asks the Board for a motion.

Mr. Gerrish moves to approve COA 23-16 with presented approval conditions, Seconded by Ms. Lavarney.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

COA 23-17 86 EAST LEE STREET

Ms. Squyres provides a brief overview of the application.

Mr. Mark Hyson, applicant comes forward to speak.

Mr. Hyson provides further details and reasons for the proposed work.

Mr. Wojcik asks for further details for the proposed light fixture.

Mr. Hyson and Ms. Squyres respond providing the requested information.

Mr. Wojcik comments that he is glad the existing corbels will be reused.

Mr. Thorsen comments on the plan to reuse the corbels.

Mr. Thorsen and Mr. Hyson briefly discuss the planned portico.

Mr. Thorsen asks for clarification on existing landscaping.

Mr. Hyson responds briefly outlining previous and current landscaping.

Ms. Gerrish inquires if the existing walkway will be used.

Mr. Hyson responds in the affirmative.

Ms. Bartee asks the Board for a motion.

Mr. Wojcik moves to approve COA 23-17 with the presented approval conditions, Seconded by Ms. Lavarney.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

COA 23-19 92 WINCHESTER STREET

Ms. Squyres provides a brief overview of the application.

Mr. Keith McDonald, Applicant, was not present.

Ms. Bartee opens the floor to discussion.

The Board discusses the proposed plans asking staff for clarification where necessary.

Ms. Bartee asks staff to clarify possible actions to move forward.

Ms. Harris outlines actions the Board can take.

The Board discuss the application further.

Ms. Bartee asks for a motion.

Ms. Lavarney moves to deny COA 23-14 for the proposed exterior alterations at 92 Winchester Street for the following reasons, Seconded by Mr. Thorsen.

1. Applicant did not provide sufficient information and there are several concerns regarding the following: water run-off impacts are unclear, how will decking be supported, the areaway in relationship to the existing decking is not clear.
2. Information is required to confirm extent of regrading and ground disturbance.
3. Information is required to confirm the design/style and dimensions of the proposed door.
4. Information is required to confirm the installation of any hardscape features and how they will be installed and with what materials, dimensions, etc.

Voting Yea: Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Voting Nay: Ms. Bartee, Chair;

Absent:

COA 23-23 19 MAIN STREET

Ms. Squyres provides a brief overview of the application.

Ms. Kristin Kesecker, applicant, comes forward to speak.

Ms. Kesecker provides further details of the application.

Ms. Bartee asks about the lettering for the hanging sign.

Ms. Kesecker responds providing clarifying details.

Mr. Thorsen asks if existing window signs will remain.

Ms. Kesecker responds detailing proposed window signs.

Ms. Bartee asks the Board for a motion.

Ms. Gerrish moves to approve COA 23-23 with the presented approval conditions,
Seconded by Ms. Lavarney.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr.
Thorsen

Absent:

COA 23-24 & COA 23-22 77 MAIN STREET

Ms. Squyres provides a brief overview of the application.

Ms. Shawna Shaw, applicant, comes forward to speak.

Ms. Shaw provides further details of the application.

Ms. Gerrish asks for further details on the changes to the gift shop sign.

Ms. Shaw details proposed changes.

Ms. Shaw and the Board briefly discuss the sign placement.

Ms. Bartee asks about the awning coloration.

Ms. Shaw responds providing the requested details.

Ms. Bartee requests further details regarding the large wall sign.

Ms. Shaw responds providing the requested information.

Ms. Shaw and the Board briefly discuss the sign material and historic district guidelines.

Mr. Wojcik inquires about alternate sign placement.

Ms. Shaw responds discussing current placement and thoughts regarding placement.

The Board continues to discuss sign placement options with the applicant.

Ms. Shaw asks if an existing sign can be reused.

Ms. Bartee inquires about repainting the blue portion of the building.

Ms. Bartee asks the Board for a motion.

Mr. Thorsen moves approve COA 23-22 and COA 23-24 with the presented approval conditions, Seconded by Mr. Wojcik.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

COA 23-27 54 EAST LEE STREET

Ms. Squyres provides a brief overview of the application.

Ms. Andria Brubaker, applicant, comes forward to speak.

Ms. Brubaker provides greater detail for the application.

Ms. Gerrish asks about the possibility of using banner signage.

Ms. Brubaker responds that the possibility has been explored and proposed a possible compromise.

Ms. Gerrish suggests a possible alternate location for a banner sign.

Ms. Harris suggests the potential use of a directory sign allowing for multiple units to be advertised.

Ms. Brubaker discusses sign placement and visibility issues.

Ms. Bartee expresses that a temporary banner sign may be more appropriate.

Ms. Harris clarifies temporary sign requirements.

Ms. Brubaker discusses possible placement for temporary banner sign.

Ms. Gerrish asks about the possibility of using a banner sign between ground stakes.

Ms. Brubaker points out a lack of suitable space for a staked banner sign.

Ms. Brubaker asks about the use of eyehooks to mount banner signs.

Ms. Gerrish expresses concern that the eyehooks be installed in a manner to not put stain on the mortar in high winds.

Ms. Gerrish discusses her experiences advertising spaces for lease in the historic district.

Ms. Harris clarifies aspects of the zoning guidelines and recommends that the applicant may want to confirm that the proposed signage meets zoning ordinances.

Ms. Harris and the Board discuss the potential for deferring a decision until the May meeting.

Ms. Bartee discusses with Staff the proposed motion.

Ms. Bartee asks the Board for a motion.

Ms. Lavarney moves approve COA 23-27 with the presented approval conditions, Seconded by Mr. Wojcik.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

COA 23-28 54 EAST LEE STREET

Ms. Squyres provides a brief overview of the application.

Ms. Andria Brubaker, applicant, comes forward to speak.

Ms. Brubaker provides greater detail for the application.

Ms. Bartee opens the floor to questions.

Ms. Bartee asks about the possibility of painting the railing.

Ms. Gerrish comments on the HVAC placement and reuse of existing conduits.

Ms. Bartee asks the Board for a motion.

Mr. Wojcik moves approve COA 23-28 with the presented approval conditions, Seconded by Ms. Lavarney.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik; Ms. Lavarney; Mr. Thorsen

Absent:

UPDATES

Ms. Harris advises the Board of the removal of the cistern at the old visitor's center.

Ms. Gerrish asks for further details on the scope of work.

Ms. Harris provides the requested information.

BOARD MEMBERS TIME

Mr. Wojcik welcomes Ms. Squyres to the ARB and provides a follow-up on the preservation status of Alwington Manor.

Ms. Bartee asks a question, but the audio is inaudible.

Ms. Harris provides details on the matter.

Mr. Alex Aparo asks about the body providing oversight for the ARB.

Ms. Harris provides a brief outline of the creation of the historic district and ARB under the zoning ordinance.

Mr. Aparo and the Board discuss his issues submitting COA applications through the online portal.

Mr. Aparo inquires about the process to get 11 South Second Street listed on the historic registry.

The Board and Staff assist in providing Mr. Aparo with potential resources and alternate courses of action.

ADJOURN

Mr. Wojcik moved to adjourn. Ms. Gerrish seconded. All in favor, no discussion.

Voting Yea: Ms. Laura Bartee, Chair; Ms. Virginia Gerrish, Vice-Chair; Mr. Steve Wojcik, Mr. John Thorsen; Ms. Karen Lavarney

Absent:

With no further business, this meeting was adjourned at 9:31 PM.