



## ARCHITECTURAL REVIEW BOARD MEETING

Thursday, May 23, 2024 at 6:30 PM

### AGENDA

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#### CALL TO ORDER.

#### DETERMINATION OF A QUORUM & PURPOSE STATEMENT.

#### APPROVAL OF MINUTES.

- [1.](#) February 29, 2024 ARB Meeting Minutes Draft
- [2.](#) April 25, 2024 ARB Meeting Minutes Draft

#### NEW BUSINESS

- [3.](#) COA 24-25: 70 Main Street
  - Request to remodel the atrium-like office exteriors on each end of the fifth floor at the rear elevation of the building
- [4.](#) COA 24-30: 40 Main Street
  - Request to replace the existing second floor wood windows, which are heavily deteriorated and at the end of their useful life, with appropriate modern wood windows to match the previous in size, shape, profile, depth of sash, and lite configuration. The Applicant is also proposing to replace the front wooden door at the secondary front entrance in-kind.

#### UPDATES.

#### BOARD MEMBERS TIME.

#### ADJOURN.



## ARCHITECTURAL REVIEW BOARD MEETING

21 Main Street

Thursday, February 29, 2024, at 7:00 PM

### MINUTES

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**A OPEN MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON FEBRUARY 29<sup>TH</sup>, 2024, AT 7:00 P.M**

#### Regular Meeting

##### PRESENT

Mr. John Thorsen; Mr. Steve Wojcik; Ms. Karen Lavarney; Ms. Denise Harris, Planning Manager; Ms. Casey Squyres, Historic Preservation Planner

##### PRESENT VIA ELECTRONIC MEANS

##### ABSENT

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#### **REGULAR MEETING - 7:00 PM**

#### **ORGANIZATION MEETING.**

##### 1. Election of Chair and Vice-Chair

Mr. Wojcik nominates Ms. Karen Lavarney for the position of Chair and Mr. John Thorsen for the position of Vice-Chair. Mr. Thorsen seconds.

Ayes: Mr. John Thorsen; Mr. Steve Wojcik; Ms. Karen Lavarney

Nays:

Abstention:

Absent:

**The motion passes.**

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##### 2. Approval of Agenda

Mr. Wojcik moves to hold the monthly ARB meetings on the 4<sup>th</sup> Thursday of the month at 06:30PM. Seconded by Vice-Chair Thorsen.

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik

Nays:

Abstention:

Absent:

**The agenda for 2024 is approved.**

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Ms. Karen Lavarney reads the purpose statement and calls the meeting to order at 7:08 PM, a quorum is present, and business can be conducted.

## **APPROVAL OF MINUTES.**

### **1. Draft Minutes – September 28, 2023**

Mr. Wojcik moves to approve the September 28, 2023, meeting minutes, as presented. Seconded by Vice-Chair Thorsen. There was no discussion. The vote was as follows:

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik

Nays:

Abstention:

Absent:

**The minutes were approved unanimously.**

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## **NEW BUSINESS.**

### **1. COA 2023-91: 206 CULPEPER STREET**

Modification to previously approved COA 23-45: Applicant proposes to remove the garage/basement level of the previously approved addition to the main house; to install a gable roof with no dormer for the previously approved addition; removing a portion of the previously approved breezeway; to replace wall face of existing retaining wall with brick; and to install new fencing on the southwest side of the property to match existing scalloped fencing at side porch.

Ms. Squyres provides a brief introduction of the application.

Ms. Laura Bartee, Applicant, comes forward to speak providing further details.

Ms. Bartee presents samples of the proposed windows to the Board.

Ms. Bartee provides an overview of the proposed windows.

Mr. Wojcik asks about the rear gable.

Ms. Bartee responds outlining the proposed design.

Ms. Bartee provides an overview of the proposed fencing changes.

Chair Lavarney asks about existing solid fencing.

Ms. Bartee responds outlining proposed changes to that fencing.

Vice-Chair Thorsen asks if the retaining wall shown is new.

Ms. Bartee responds indicating plans to replace the existing retaining wall.

Mr. Thorsen asks about the lattice shown on the plans.

Ms. Bartee responds that the lattice is existing and any replacement will be in kind.

Mr. Thorsen asks about the shutters shown on the rendering.

Ms. Bartee responds that no shutters are planned.

Chair Lavarney asks the Board for a motion.

Ms. Squyres and the Board briefly discuss the conditions of approval.

Mr. Wojcik moves to approve COA-23-91 with the presented approval conditions, Seconded by Vice-Chair Thorsen. There was no discussion. The vote was as follows:

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik;

Nays:

Abstention:

Absent:

**COA 2023-91 passed unanimously.**

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**2. COA 2024-1: 11 SOUTH SECOND STREET**

Modification to previously approved COA 22-152: Applicant proposes to minimize the size of the previously approved back patio.

Ms. Squyres provides a brief introduction of the application.

The applicant is not present to speak.

Chair Lavarney recuses herself.

Vice-Chair Thorsen moves to approve COA-24-1 with the presented approval conditions, Seconded by Mr. Wojcik. There was no discussion, The vote was as follows:

Ayes: Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik;

Nays:

Abstention: Ms. Karen Lavarney, Chair;

Absent:

**COA 2024-1 passes.**

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**3. COA 2024-6: 226 EAST LEE STREET**

Review of proposal for existing barn-to-ADU conversion.

Ms. Squyres provides a brief introduction of the application.

Ms. Laura Bartee, Applicants Representative, comes forward to speak. Further outlining plan changes since the previous work session.

Chair Lavarney asks about reuse of the existing wood.

Ms. Bartee replies that they hope to reuse portions of the existing wood.



Vice-Chair Thorsen asks about the proposed color.

Ms. Bartee responds it will be painted to match the house.

Ms. Bartee briefly discusses the potential siding.

Ms. Squyres and the Board briefly discuss the approval conditions.

Chair Lavarney asks for a motion.

Mr. Wojcik moves to approve COA-24-6 with the presented approval conditions, Seconded by Ms. Gerrish. There was no discussion, The vote was as follows:

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik

Nays:

Abstention:

Absent:

**COA 2024-6 passes unanimously.**

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#### 4. **COA 2024-7: 271 WINCHESTER STREET**

Review of proposal for demolition of existing non-contributing and non-historic Parrish Office building (ca. 1980) for new 13,000sq. ft. office building at St. John the Evangelist Catholic Church.

Ms. Squyres provides a brief introduction of the application.

Mr. David Norden, Applicant, comes forward to speak. Presenting further details of the proposed structure.

Vice-Chair Thorsten asks about the existing roofing material.

Mr. Norden responds then continues his presentation.

Mr. Wojcik asks about the style of the entryway.

Mr. Norden responds indicating proposed exterior style.

Chair Lavarney asks about the ceiling in the entryway.

Mr. Norden responds that he is unsure about the style at this time.

Mr. Wojcik asks about the age of portions of the existing buildings' foundation.

Mr. Norden responds providing what information is available.

Mr. Wojcik and Mr. Norden briefly discuss the history of the structure.

Chair Lavarney asks about the size difference between the existing and proposed structures.

Mr. Norden responds providing the difference in square footage.

Vice-Chair Thorsen expresses his appreciation for the elevation facing Winchester Street.

Chair Lavarney asks for a motion.

Mr. Wojcik moves to approve COA-24-7 with the presented approval conditions, Seconded by Vice-Chair Thorsen. There was no discussion, The vote was as follows:

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik;

Nays:

Abstention:

Absent:

**COA 2024-7 passes unanimously.**

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## UPDATES

Ms. Squyres discusses the building's condition at 40 Main Street and a recommendation for board members to do a site visit prior to the March meeting.

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## BOARD MEMBERS TIME.

**Mr. Thorsen** – Discusses his thoughts on the mural on Culpeper Street.

**Mr. Wojcik** – Continues the discussion about the mural. Then discusses several properties for sale on Falmouth Street a previously approved COA.

**Ms. Lavarney** – Thanks Staff and briefly discusses excitement for two new board members.

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## ADJOURNMENT.

**Mr. Wojcik moves to adjourn the meeting, Seconded by Vice-Chair Thorsen. There was no discussion, The vote was as follows:**

**Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik**

**Nays:**

**Abstention:**

**Absent:**

**With no further business, this meeting was adjourned at 8:30 PM on Thursday, February 29<sup>th</sup>, 2024.**



## ARCHITECTURAL REVIEW BOARD MEETING

21 Main Street

Thursday, April 25, 2024, at 7:00 PM

### MINUTES

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#### A OPEN MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON April 28<sup>TH</sup>, 2024, AT 7:00 P.M

##### Regular Meeting

##### PRESENT

Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik; Ms. Millie Latack; Mr. Michael Beidler; Mr. Rob Walton, Director of Community Development; Ms. Casey Squyres, Historic Preservation Planner

##### PRESENT VIA ELECTRONIC MEANS

##### ABSENT

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#### REGULAR MEETING – 7:00 PM

Ms. Karen Lavarney reads the purpose statement and calls the meeting to order at 7:08 PM, a quorum is present, and business can be conducted.

#### NEW BUSINESS.

##### 1. COA 2024-8: 40 CULPEPER STREET & 29 ASHBY STREET

Retroactive review of installation of set of two sets of metal, double-doors at the Fauquier County Circuit Court Building.

Ms. Squyres provides a brief introduction of the application.

The applicant is not present to speak.

Chair Lavarney asks for any discussion.

Mr. Wojcik expresses his dissatisfaction with the door's aesthetics.

Chair Lavarney notes that Fauquier County should be applying for COA's prior to work.

Vice-Chair Thorsen asks about the court order requesting the changes.

Ms. Squyres responds providing what information she can.

Ms. Latack asks about options to soften the appearance of the new doors.

Chair Lavarney asks the Board for a motion.

Mr. Beidler moves to approve COA-24-8 with the presented approval conditions, Seconded by Vice-Chair Thorsen. There was no discussion. The vote was as follows:

Ayes: Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik; Mr. Michael Beidler

Nays: Ms. Millie Latack

Abstention:

Absent:

#### **COA 2024-8 passed 4-1.**

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### **2. COA 2024-13: 102 WINCHESTER STREET**

Review request to replace the heavily deteriorated shingle roof of the small, non-historic, gable-roof entryway into the basement of the main house, located on the side elevation.

Chair Lavarney recuses herself.

Ms. Squyres provides a brief introduction of the application.

Mr. Bill Reidy, Applicant's Representative, comes forward to speak, providing further details.

Ms. Latack asks about the durability of the shingles.

Mr. Reidy responds detailing his experiences with the shingle material.

Mr. Beidler asks about the flashing method.

Mr. Reidy responds outlining the method he believes most likely.

Mr. Beidler asks about the addition of a cricket along the chimney and enacting chimney repair.

Mr. Reidy responds discussing the flashing and potential for a cricket.

Mr. Wojcik asks about the potential of changing the roof geometry.

Mr. Reidy responds outlining the current plans for the repair.

A brief discussion regarding roof drainage and potential design changes ensues.

Vice-Chair Thorsen comments on the topic.

Ms. Latack comments that changes to the roof structure will affect the symmetry and feel of the structure.

Mr. Reidy briefly describes the room beyond the entryway.

The Board briefly discusses the conditions of approval.

Vice-Chair Thorsen asks about the material for the main roof.

Ms. Squyres responds the main roof is standing seam metal.

Mr. Beidler asks about the difference in material between the main roof and the proposed repair.

Mr. Reidy responds that the material is in keeping with the surrounding homes.

Ms. Latack comments that the material choice is an improvement over existing roofing.

Mr. Wojcik moves to approve COA-24-13 with the presented approval conditions, Seconded by Ms. Latack. There was no discussion, The vote was as follows:

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

Nays:

Abstention: Ms. Karen Lavarney, Chair;

Absent:

**COA 2024-13 passes.**

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### **3. COA 2024-14: 78 WEST LEE STREET**

Retroactive review of installation of screening fence surrounding generator.

Ms. Squyres provides a brief introduction of the application.

The applicant was not present to speak.

Ms. Latack asks about plans to finish the fencing.

Ms. Squyres responds that it is unknown at this time.

A brief discussion occurs concerning the by-laws and whether the finish can be conditioned.

Mr. Beidler expresses his concerns about the applicant's neglect of the application process.

Ms. Squyres acknowledges Mr. Beidler's concerns and briefly discusses staff's response.

Vice-Chair Thorsen comments providing his previous experiences with the applicant.

Ms. Latack asks about having a point of contact on the Board for the applicant to reach out to.

Ms. Squyres responds outlining some of the issues communication with the applicant.

Mr. Rob Walton states that conversations have occurred between the Town Manager and the County Administrator regarding the issue.

Mr. Beidler comments on the need to create a proper legal record in case enforcement is required.

Chair Lavarney asks for a motion.

Mr. Beidler moves to approve COA-24-14 with the presented approval conditions, Seconded by Ms. Latack. There was no discussion, The vote was as follows:

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

Nays:

Abstention:

Absent:

**COA 2024-14 passes.**

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## UPDATES

Ms. Squyres informs the Board about a citizen complaint she received regarding a house located on Falmouth Street.

Mr. Walton addresses the Board responding to comments from a board member in the February 29th meeting.

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## BOARD MEMBERS TIME.

**Mr. Wojcik** – Welcomes the two new board members. Speaks about the preservation of a wall associated with a property on Falmouth Street. Then speaks about the renovation of another house on Falmouth Street. The conversation moves to conservation of the historic spring associated with Oak Spring Manor.

**Mr. Thorsen** – Provides a rebuttal to Mr. Walton's earlier comments to the Board.

**Ms. Lavarney** – Welcomes the new board members.

**Ms. Latack** – Greets the board and adds further information about the house on Falmouth Street.

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## ADJOURNMENT.

**Ms. Latack moves to adjourn the meeting, Seconded by Vice-Chair Thorsen. There was no discussion, The vote was as follows:**

**Ayes:** Ms. Karen Lavarney, Chair; Mr. John Thorsen, Vice-Chair; Mr. Steve Wojcik; Ms. Millie Latack; Mr. Michael Beidler

**Nays:**

**Abstention:**

**Absent:**

**With no further business, this meeting was adjourned at 8:10 PM on Thursday, February 29<sup>th</sup>, 2024.**

ARCHITECTURAL REVIEW BOARD  
CERTIFICATE OF APPROPRIATENESS 24-25

**May 23, 2024**

MOTION TO APPROVE

I move to approve the application for **Certificate of Appropriateness 24-25** for the request to remodel the atrium-like office exteriors on each end of the fifth floor at the rear elevation of the building, as described and depicted within the application, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) Any change in the overall scope of work will require further ARB review and approval.

Motion to Approve By:

Seconded By:

For:

Against:

Abstained:





Community Development  
Department

## STAFF REPORT

<b>Meeting Date:</b>	May 23, 2024
<b>Agenda Title:</b>	COA 24-25 – 70 Main Street
<b>Requested Action:</b>	Review request to remodel the atrium-like office exteriors on each end of the fifth floor at the rear elevation of the building.
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Casey Squyres, Historic Preservation Planner

### EXECUTIVE SUMMARY

The applicant is requesting to remodel the atrium-like office exteriors on each end of the fifth floor at the rear elevation of the building.

- 1) The two areas where the remodeling will occur are identified as “Work Area 1” and “Work Area 2” on the plans provided by the Applicant.
- 2) The work areas will be clad in stucco to match the existing painted concrete masonry walls.
- 3) The roofline of the structure will be altered from its existing form that contains both a flat roof and a small shed-roof to a singular shed-roof clad in standing seam metal to match the existing main roof of the rest of the building.
- 4) All metal flashing at the roofline will match the existing.
- 5) New gutters and downspouts will be installed to allow for appropriate drainage. Will match the existing.
- 6) Window openings will remain (one window opening on each rear elevation to match the fenestration pattern and two window openings on each side elevation to match the fenestration pattern on that elevation). Materials and colors will remain the same for all windows.
- 7) No work is proposed for the front elevation of the building and no work will be visible from the primary public viewshed along Main Street.
- 8) This building was constructed circa 1985 and does not possess significant architectural integrity and does not contribute to the Historic District.
- 9) The Applicant has relayed that the purpose of this project is to alleviate long-standing water infiltration issues at these particular areas of the building and to more appropriately blend these areas with the current stuccoed exterior of the rear elevation.

## BACKGROUND

This 3-story, 4-bay CMU building has a brick veneer. A set of stairs on the right side that leads to the main level under an arched portico. There is a set of stairs on the left side that leads down to the basement level. The windows on the facade are plate glass fixed steel windows. There is a brick dentil band between the second and third level, as well as at the roof line. The roof is flat with a projecting shed roof over the right three bays.

This building was constructed c1985. This resource falls outside the district's period of significance and does not contribute to the character of the district. This building is a non-contributing resource to the Warrenton Historic District.

Front Elevation:



Rear Elevation:





**DESIGN GUIDELINE CONSIDERATIONS**

Historic District Guideline	Page No.	Analysis
<b>F. ROOFS</b>		
1. Preserve and repair original roofing materials and designs, especially if the roofing is unusual and lends considerable character to the building (such as irregular or patterned slates, clay tiles, or metal), it should be retained, repaired, or replaced in kind to match its appearance.	<b>3.30</b>	As a secondary roof that provides coverage to a rear elevation office space, this roof, structure, and building is non-historic and does not lend any considerable character to the building. The building is considered to be non-contributing to the Historic District. The Applicant is proposing to replace the roof of these structures with standing seam metal to match the main roof.
3. Roof Shape: Preserve the perceived line and orientation of the roof as seen from the street. Maintain traditional overhangs as they contribute to the perception of the building's historic scale. Do not alter the angle of a historic roof. Do not truncate or remove exposed roof rafters or soffits.	<b>3.30</b>	Applicant will be retaining the existing roof line and orientation of the main roof. The two structures in this project will be altered to a full shed-roof form to alleviate on-going drainage issues.
4. Roofing Materials: Preserve and maintain clay tile, slate, and metal roofs. If total replacement is warranted, then in-kind replacement is preferred. However, alternative materials will be considered on a case-by-case basis.	<b>3.31</b>	The Applicant is proposing to change the roof to a full shed-roof form that will be clad in standing seam metal to match the rest of the main roof.
10. When a roof covering is deteriorated beyond repair, the new roofing should match the original in material, dimension, composition, texture, pattern, design, and details. If the existing material is not available, the material utilized should match as closely as possible.	<b>3.31</b>	The Applicant is proposing to change the roof to a full shed-roof form that will be clad in standing seam metal to match the rest of the main roof. This is a 1980s building that does not contribute to the architectural character of the Historic District.
<b>C. ADDITIONS TO EXISTING BUILDINGS</b>		
Additions to existing structures in the Warrenton Historic District should be reflect the period in which they were built while complementing the original building. They should reflect the design, scale, materials and architectural style of the original building.	<b>3.72</b>	This project does not constitute an "addition" to the existing building, but is considered to be a remodel. The materials utilized in this remodeling will complement the existing main building.

Historic District Guideline	Page No.	Analysis
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	The Applicant has demonstrated through photographs and plans that the window fenestration will be evenly spaced once the remodeling of the two atrium-like office spaces is complete.

### STAFF RECOMMENDATION

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Staff recommends approval of the request to remodel the atrium-like office exteriors on each end of the fifth floor at the rear elevation of the building, as described and depicted within the application, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) Any change in the overall scope of work will require further ARB review and approval.

### ATTACHMENTS

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1. Attachment A – Photos, Plans
2. Attachment B – Draft Motion Sheet

Vicinity Map – Street View



Street View:

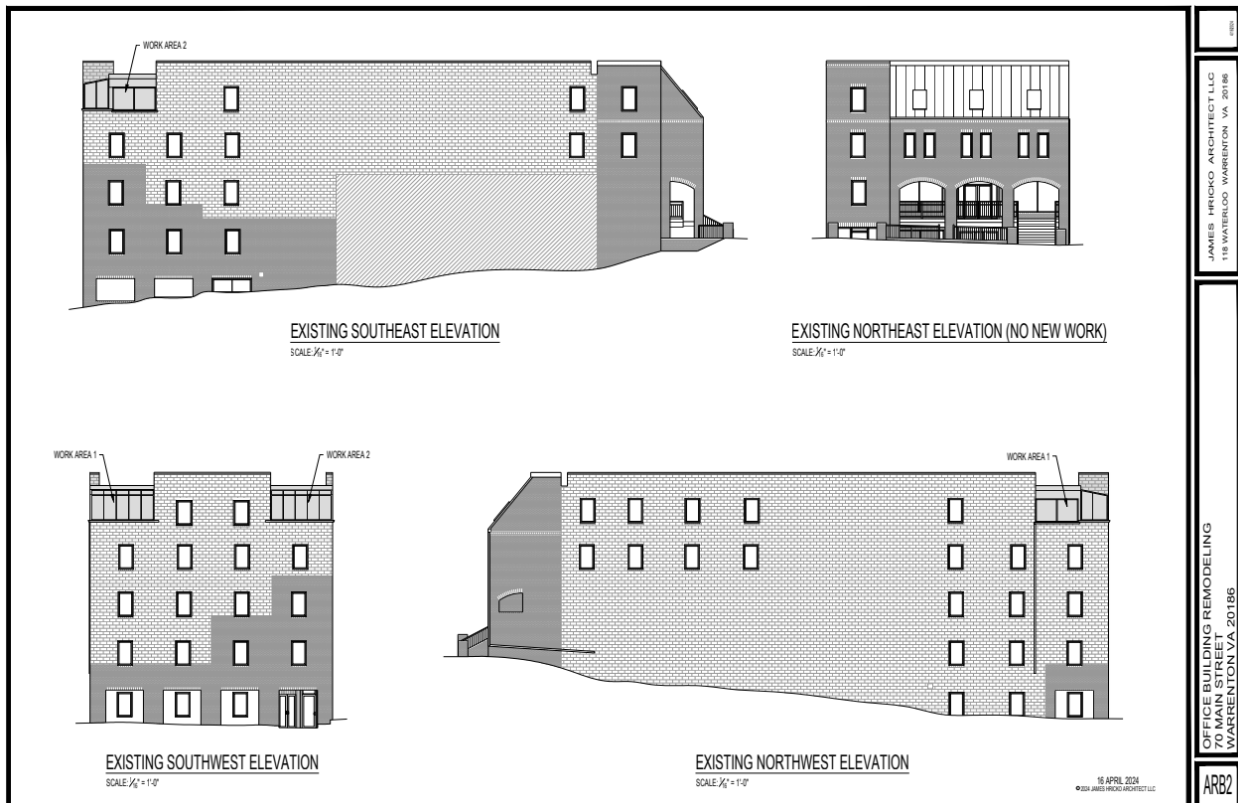
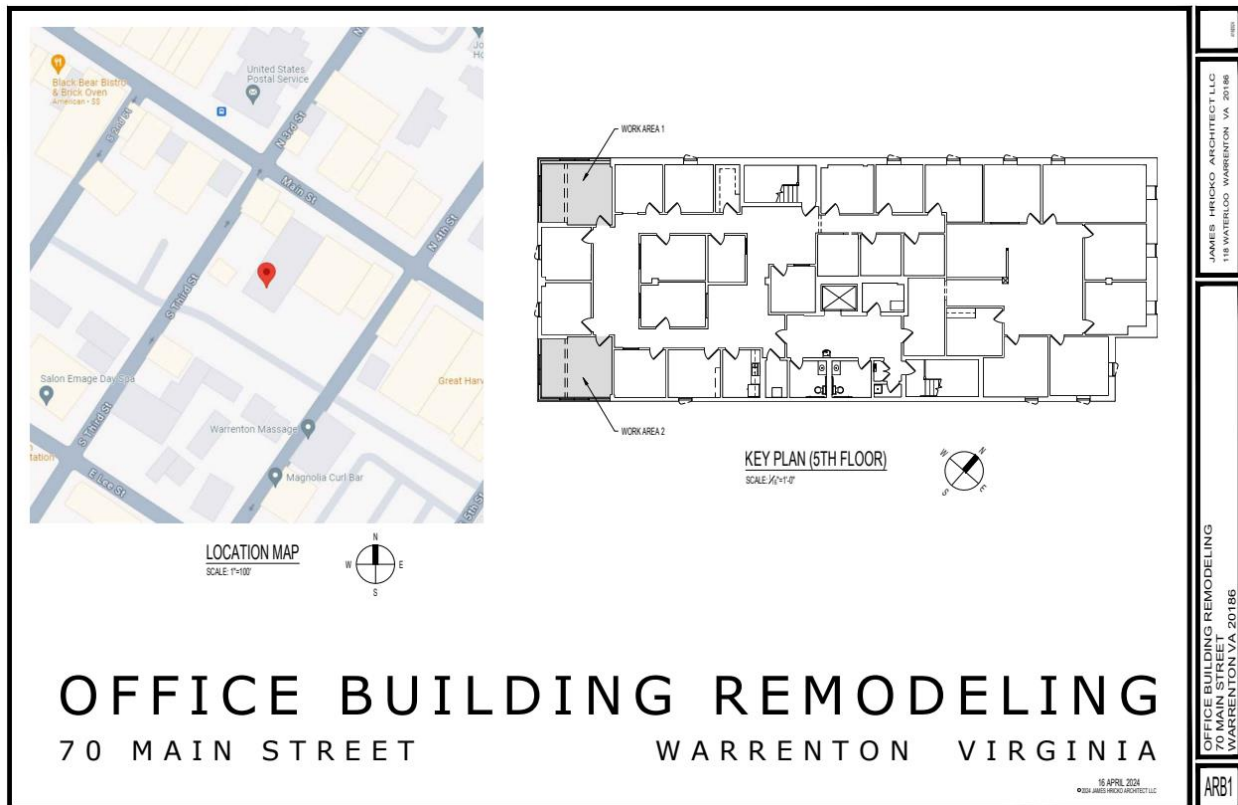


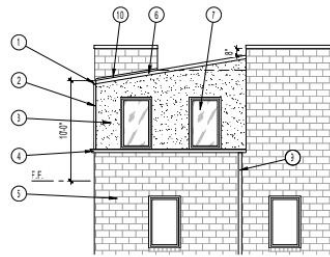






Project Photos and Plans:





PROPOSED SOUTHEAST ELEVATION

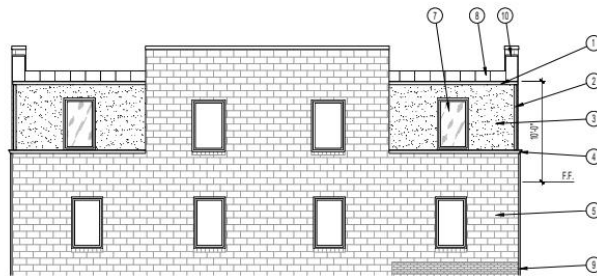
SCALE: 1/8" = 1'-0"

- BUILDING MATERIALS**
1. NEW GUTTER (MATCH EXISTING)
  2. NEW DOWNSPOUT
  3. STUCCO FINISH (MATCH BLOCK COLOR)
  4. NEW GUTTER (REPLACE EXISTING)
  5. EXISTING BLOCK (PAINTED)
  6. METAL FASCIA (MATCH EXISTING)
  7. NEW WINDOWS (MATCH EXISTING STYLE & COLOR)
  8. STANDING-SEAM METAL ROOFING
  9. NEW DOWNSPOUT (REMOVE EXISTING)
  10. METAL FLASHING (MATCH EXISTING)



A - LEFT SIDE &amp; REAR VIEW

(AS VIEWED FROM FRONT OF BUILDING)

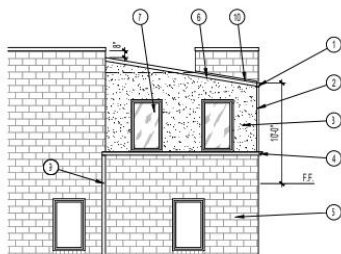


PROPOSED SOUTHWEST ELEVATION

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



B - REAR VIEW

16 APRIL 2024  
© 2024 JAMES HICKO ARCHITECT, LLC

PROPOSED NORTHWEST ELEVATION

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

- BUILDING MATERIALS**
1. NEW GUTTER (MATCH EXISTING)
  2. NEW DOWNSPOUT
  3. STUCCO FINISH (MATCH BLOCK COLOR)
  4. NEW GUTTER (REPLACE EXISTING)
  5. EXISTING BLOCK (PAINTED)
  6. METAL FASCIA (MATCH EXISTING)
  7. NEW WINDOWS (MATCH EXISTING STYLE & COLOR)
  8. STANDING-SEAM METAL ROOFING
  9. NEW DOWNSPOUT (REMOVE EXISTING)
  10. METAL FLASHING (MATCH EXISTING)



C - RIGHT SIDE &amp; REAR VIEW

(AS VIEWED FROM FRONT OF BUILDING)

16 APRIL 2024  
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ARCHITECTURAL REVIEW BOARD  
CERTIFICATE OF APPROPRIATENESS 24-30

May 23, 2024

MOTION TO APPROVE

I move to approve the application for **Certificate of Appropriateness 24-30** for the request to replace the existing second floor wood windows, which are heavily deteriorated and at the end of their useful life, with appropriate modern wood windows to match the previous in size, shape, profile, depth of sash, and lite configuration and to replace the front wooden door at the secondary front entrance in-kind, as described and depicted within the application, at **40 Main Street**, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) The Applicant shall install the proposed Marvin or Kolbe True Divided Lite Wood Windows, as proposed, that will match the previous windows in size, shape, profile, depth of sash, width, and setback.
- 3) The Applicant shall install appropriate shutters, to be louvered shutters to match what currently exists, and shutter hardware to bring a more cohesive and visually appropriate character to the various elevations of the building.
- 4) Any change in the overall scope of work will require further ARB review and approval.

Motion to Approve By:

Seconded By:

For:

Against:

Abstained:



Community Development  
Department

## STAFF REPORT

<b>Meeting Date:</b>	May 23, 2024
<b>Agenda Title:</b>	COA 24-30 – 40 Main Street
<b>Requested Action:</b>	Review request to replace the existing second floor wood windows, which are heavily deteriorated and at the end of their useful life, with appropriate modern wood windows to match the previous in size, shape, profile, depth of sash, and lite configuration. The Applicant is also proposing to replace the front wooden door at the secondary front entrance in-kind.
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Casey Squyres, Historic Preservation Planner

### EXECUTIVE SUMMARY

The Applicant is requesting to replace the existing second floor wood windows, which are heavily deteriorated and at the end of their useful life, with appropriate modern wood windows to match the previous in size, shape, profile, depth of sash, and lite configuration. The Applicant is also proposing to replace the front wooden door at the secondary front entrance in-kind.

- 1) A total of eight (8) windows will be replaced with either Marvin or Kolbe True Divided Lite Wood Windows.
- 2) The existing deteriorated screens over the windows will be removed and the new windows will possess appropriate glazing that will alleviate all energy-efficiency concerns, as well as allow the elevations of the building to retain their historic appearance.
- 3) The secondary door at the front elevation will be replaced in-kind with appropriate paneling to match the existing. The fanlight will remain.
- 4) The two windows at the rear elevation are already inappropriate vinyl windows that were installed at an unknown date. These will also be removed and replaced with the abovementioned replacement wood windows.
- 5) No changes to the original window or door fenestration patterns are being proposed. No new window or door openings are being proposed.

## BACKGROUND

This building was constructed c1870. The building is an example of a Colonial Revival style commercial building and represents the late-nineteenth-century commercial resources within the district. The building retains integrity of location, design, setting, feeling, and association. This resource falls within the district's period of significance and contributes to the character of the district. Although the building 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.

This 2-story, 3-bay brick stuccoed building has a storefront and secondary entry on the ground level. The storefront has a recessed entrance that has 1 step up and a large display window. The secondary entry provides access to the upper floor and has two steps up from the sidewalk grade. There is a wood cornice that spans the full facade visually dividing the upper and lower floors. The windows sashes are obscured by screens, but appear to be 6/6, double hung wood sash with stone sills and wood shutters. The side gable roof is covered with metal standing seam and has a wide cornice. There is a shed addition on the south elevation with a small parking lot. This building contributes to the architectural character of Main Street through its scale, materials, and architectural details.







**DESIGN GUIDELINE CONSIDERATIONS**

Historic District Guideline	Page No.	Analysis
<b>B. WINDOWS AND DOORS</b>		
1. Preserve and retain historic window and door openings, including window frame, sash, muntins, mullions, glazing, lintels, sills, architraves, shutters, doors, pediments, hoods, transoms, sidelights, steps, and all hardware. Retain fenestration patterning, size, shape, and operation. Owners of buildings with windows and doors that have been altered in the past are encouraged to restore these elements to their original appearance based on site evidence and appropriate historic research.	<b>3.21</b>	The Applicant has demonstrated through photographic documentation and in-person site visits with members of the Architectural Review Board and the Historic Preservation Planner that multiple elements of the original wood windows are deteriorated beyond repair and have been patch-repaired throughout multiple decades of their lifetime. The Applicant intends to remove these windows and replace them in full with appropriate replacements that match the existing in all aspects as listed.
3. Replace in kind an entire window or door that is too deteriorated to repair. If the overall form and detailing are still evident, use physical evidence to guide the new work. Recreate doors and windows to match the appearance of the original window or door design. While modern window materials such as extruded composites will be considered on a case-by-case basis, the new window must match the original in terms of size, shape, profile, depth of sash, width, and setback. Wood doors on primary façades should be replaced with replica wood doors and only if the original is damaged beyond repair. These guidelines encourage the use of substantial and durable materials.	<b>3.21</b>	<p>The Applicant has demonstrated through photographic documentation and in-person site visits with members of the Architectural Review Board and the Historic Preservation Planner that multiple elements of the original wood windows are deteriorated beyond repair and have been patch-repaired throughout multiple decades of their lifetime. The Applicant intends to remove these windows and replace them in full with appropriate replacements that match the existing in all aspects as listed. The Applicant intends to use either Marvin or Kolbe True Divided Lite Wood Windows.</p> <p>The door will also be replaced in-kind, utilizing the same paneled appearance and material.</p>

Historic District Guideline	Page No.	Analysis
4. Recreate door and window glazing to match the appearance of the original glazing patterns as closely as possible. Maintain the 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	The Applicant will be matching the new windows and door to the existing in all aspects as listed.
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 façades when minimally visible from the street. All replacement materials must fit the original opening without alteration. Replacement doors on the side or rear façade, when minimally visible from a public right-of-way, may be wood or paneled steel. Substitute materials will be reviewed on a case-by-case basis.	3.21	The Applicant has demonstrated through photographic documentation and in-person site visits with members of the Architectural Review Board and the Historic Preservation Planner that multiple elements of the original wood windows are deteriorated beyond repair and have been patch-repaired throughout multiple decades of their lifetime. The Applicant intends to remove these windows and replace them in full with appropriate replacements that match the existing in all aspects as listed. The Applicant intends to use either Marvin or Kolbe True Divided Lite Wood Windows.
7. Design new windows, doors, and other elements to be compatible with the original building.	3.21	The Applicant has confirmed all new windows and door will match the originals. This includes the replacement of the two non-historic vinyl windows at the rear elevation that were replaced years ago. All new windows will be wood.
8. Construct a new door or window when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation, or be a new design that is compatible with the size, scale, material, and color of the historic building. New windows and doors should also be compatible with the historic character and use of the building.	3.21	The Applicant has confirmed all new windows and door will match the originals. This includes the replacement of the two non-historic vinyl windows at the rear elevation that were replaced years ago. All new windows will be wood.



Historic District Guideline	Page No.	Analysis
10. Design insect screens and storm windows to minimize visual impacts. When replacement windows are installed, double or triple glazing is appropriate as energy-saving elements. Storm windows can be added, either on the outside or the inside, to help insulate and protect existing windows. A storm window should correspond in size, shape, major divisions, and color with the window it covers. New storm windows should not alter the basic shape of the opening. All meeting rails and mullions must align with the original sash and should be painted to match the window frame color. Exterior vinyl or aluminum storm windows are not permissible. Use storm window inserts designed to match the original window frame if placed externally	<b>3.21</b>	Existing screen storms will be removed as they detract from the historic character of the building. The new windows will provide appropriate glazing for energy-saving purposes and will be more visually appropriate and compatible with the building's historic character.
12. Install operable window shutters, if proper to the style of the building. They should be operable or mounted to look as if they are operable (with all hardware) and of appropriate size.	<b>3.22</b>	The Applicant shall install appropriate shutters, to be louvered shutters to match what currently exists, and shutter hardware to bring a more cohesive and visually appropriate character to the various elevations of the building.

## STAFF RECOMMENDATION

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Staff recommends approval of the request to replace the existing second floor wood windows, which are heavily deteriorated and at the end of their useful life, with appropriate modern wood windows to match the previous in size, shape, profile, depth of sash, and lite configuration and to replace the front wooden door at the secondary front entrance in-kind, as described and depicted within the application, at 40 Main Street, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) The Applicant shall install the proposed Marvin or Kolbe True Divided Lite Wood Windows, as proposed, that will match the previous windows in size, shape, profile, depth of sash, width, and setback.
- 3) The Applicant shall install appropriate shutters, to be louvered shutters to match what currently exists, and shutter hardware to bring a more cohesive and visually appropriate character to the various elevations of the building.
- 4) Any change in the overall scope of work will require further ARB review and approval.

## ATTACHMENTS

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1. Attachment A – Photos, Plans
2. Attachment B – Draft Motion Sheet

Vicinity Map – Street View



Street View:









Project Photos and Plans:













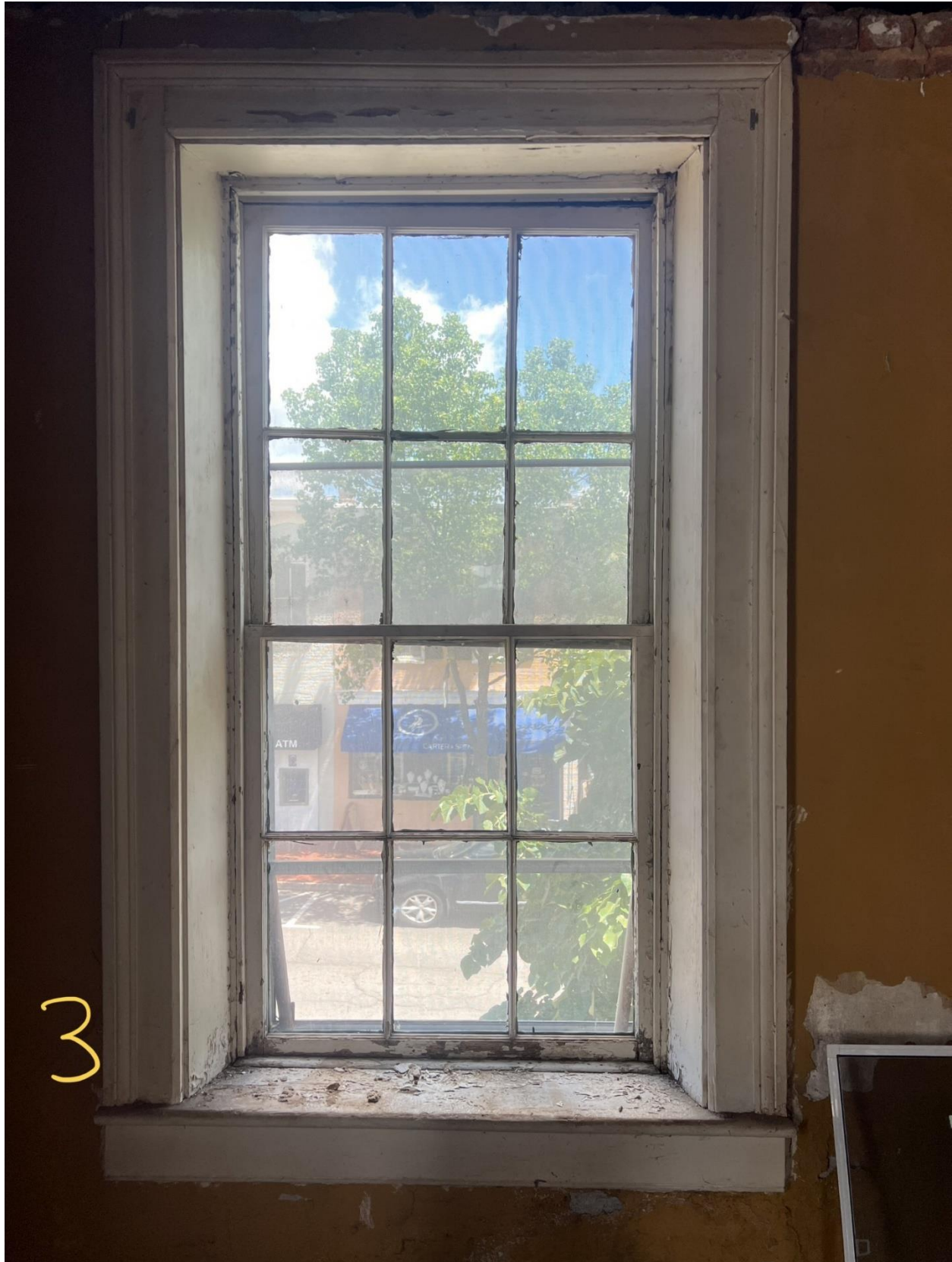




































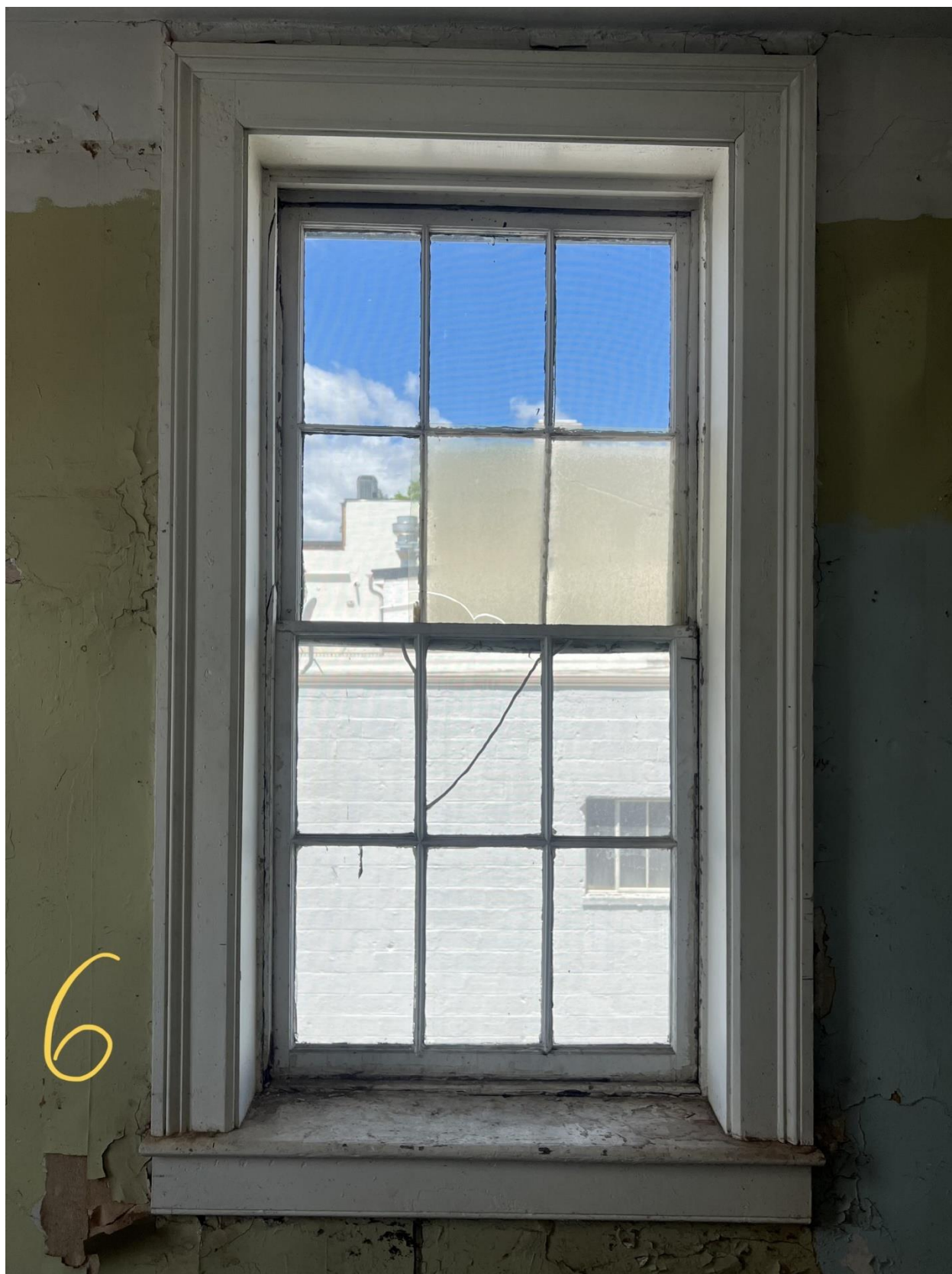










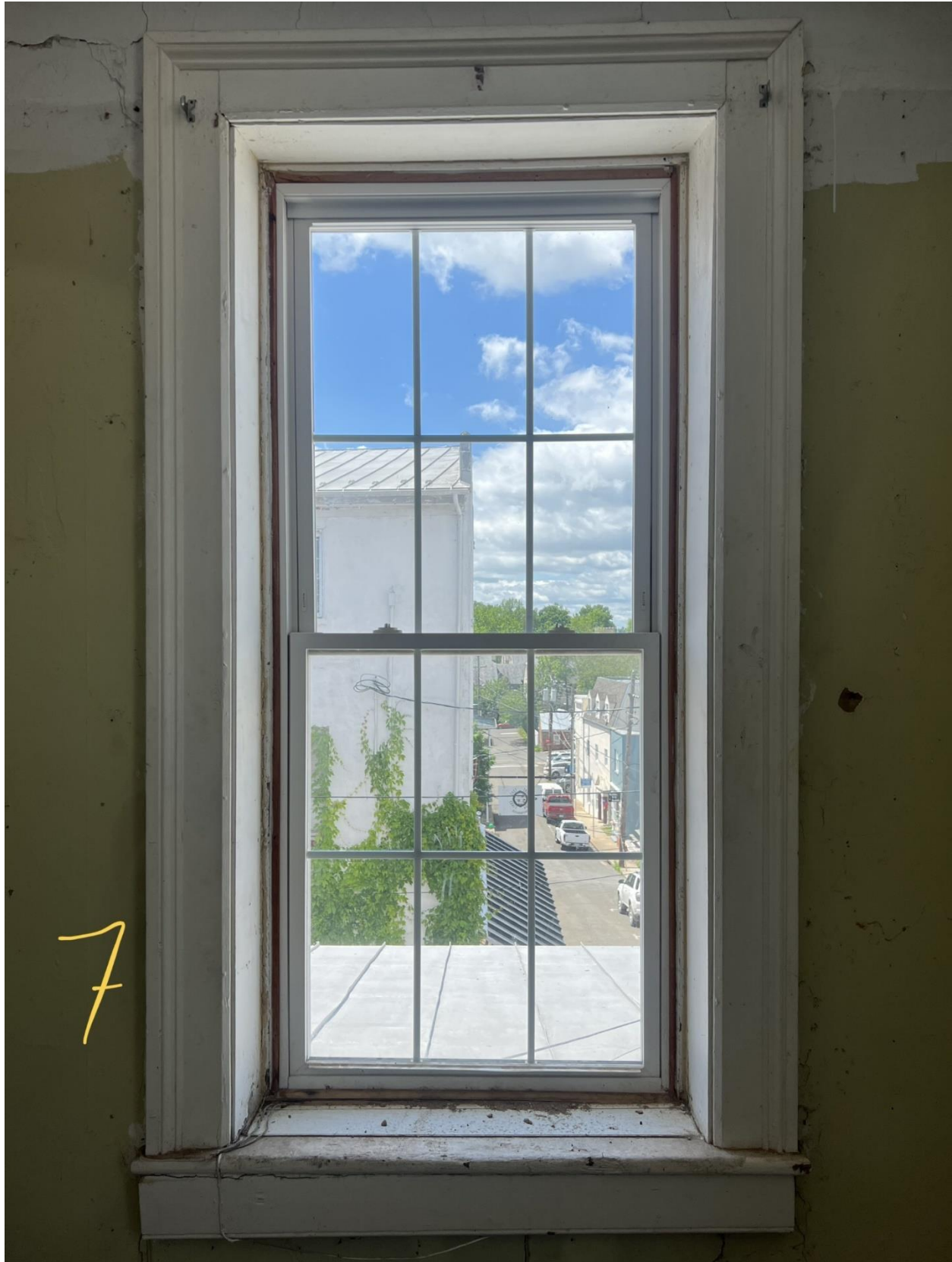




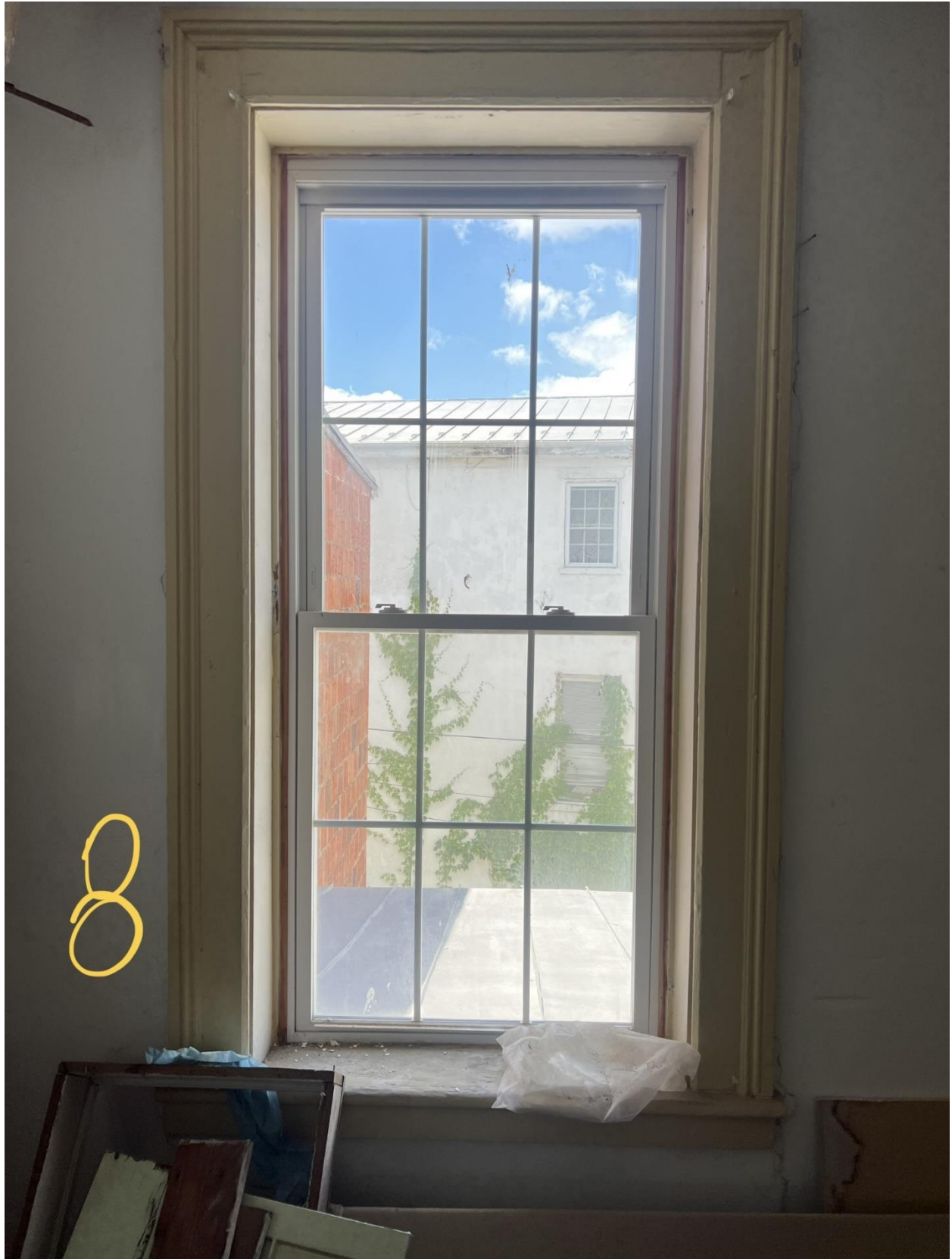












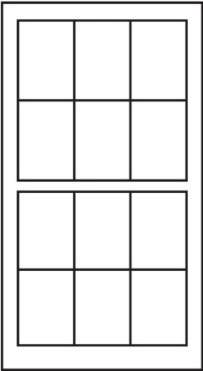
Replacement Windows:

Marvin:

MARVIN SIGNATURE<sup>®</sup> ULTIMATE


Choose from any divided lite option, either authentic or simulated, with or without spacer bar or grilles between the glass for a smooth surface and easy cleaning.

When it comes to patterns, we can create almost any divided lite pattern—including combinations of widths, unique profiles, rectangular or curved cuts and more. Choose from an existing lite cut, specify custom divided lites according to a new design or ask our design professionals to assist in creating a pattern for your project.



Rectangular 3w2h

**Selected:** Rectangular 3w2h



Authentic Divided Lite (ADL)



Separate pieces of glass are glazed between muntin bars - the way windows have been made since the beginning but with Marvin's updated design to increase energy efficiency.

Kolbe:

## True Divided Lites



Kolbe's true divided lites (TDL) are constructed by placing 1-1/8" wide wood muntin bars in between individual panes of insulating glass. This traditional style is often used in historical restorations or historically accurate recreations. Personalize interior TDL bars with a beveled or ovolo profile, custom patterns, or bar widths.

True divided lites are only available for Heritage Series products