



## ARCHITECTURAL REVIEW BOARD MEETING

21 Main Street

Thursday, January 22, 2026, at 6:30 PM

### MINUTES

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#### AN OPEN MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON JANUARY 22, 2026

##### Regular Meeting

##### PRESENT

Mr. Michael Beidler, Chair; Mr. Steve Wojcik, Vice-Chair; Mr. William Hemmingson; Mr. Tim Burch; Mr. John Scoggin; Ms. Casey Squyres, Historic Preservation Planner; Mr. Matthew Cute, Permit Technician

##### PRESENT VIA ELECTRONIC MEANS

##### ABSENT

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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.

#### BOARD ELECTIONS

Mr. Beidler calls for nominations for the position of Chair.

Mr. Wojcik nominates Mr. Beidler for the position of Chair.

Mr. Hemmingson seconds the nomination.

The vote was as follows:

Ayes: Mr. Beidler, Chair; Mr. Wojcik, Mr. Hemmingson, Mr. Burch, Mr. Scoggin

Nays:

Absent:

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Mr. Beidler opens the floor to nominations for Vice-Chair.

Mr. Hemmingson nominates Mr. Wojcik for the position of Vice-Chair.

Mr. Burch seconds the nomination.

The vote was as follows:

Ayes: Mr. Beidler, Chair; Mr. Wojcik, Mr. Hemmingson, Mr. Burch, Mr. Scoggin

Nays:

Absent:

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## **INTRODUCTION OF NEW BOARD MEMBERS**

Mr. Beidler invites the two new Board members to provide introductions.

Mr. Burch briefly introduces himself.

Mr. Scoggin briefly introduces himself.

## **APPROVAL OF MINUTES**

### **1. ARB Meeting Minutes Draft – October 23, 2025**

Mr. Beidler postpones the approval of the draft minutes until the February meeting.

### **2. ARB Meeting Minutes Draft – December 4, 2025**

Mr. Beidler postpones the approval of the draft minutes until the February meeting.

## **NEW BUSINESS.**

### **1. COA 2025-97: 53 E. Lee Street**

Request to convert window on rear elevation to door.

Ms. Squyres provides a brief overview of the application.

Mr. Beidler opens the floor to questions or discussion.

Mr. Hemmingson asks for clarification on the proposed process to convert the window to a door.

Ms. Squyres responds providing the requested details.

Mr. Hemmingson comments on the clarity of the plans and laments their lack of clarity. He also questions their choice in door style.

Ms. Squyres provides what details she can in the applicants' absence.

Mr. Scoggin asks if the applicant intends to keep the arched brick and for clarification on the proposed finish.

Ms. Squyres responds providing the requested information.

Mr. Hemmingson asks about plans to replace the rear windows.

Ms. Squyres responds clarifying that there are no replacement plans at this time.

Mr. Wojcik asks for clarification of the proposed location and its visibility from the street.

Mr. Burch comments on a similar door down the street.

A brief discussion of the similar door occurs.

Mr. Squyres responds, briefly explaining the factors determining the proposed location.

Mr. Scoggin asks if the style of door matched existing.

Mr. Beidler asks staff to show an image of the front elevation.

Mr. Beidler asks for clarification on the proposed plans to raise the interior floor and if it is attached to a public alley.

Ms. Squyres responds, providing clarification and confirming that it is a public alley.

Mr. Wojcik asks for clarification on the included floor plan.

Ms. Squyres responds, stating that the floor plan was from a previous application and included to aid in visualization.

Mr. Beidler asks for further clarification on the interior layout.

Ms. Squyres responds, clarifying the included floor plan.

Mr. Hemmingson asks if future lighting or adjustments to the door would need to come back before the Board.

Ms. Squyres responds, in the affirmative.

Mr. Beidler asks about the potential for administrative approval for light fixtures.

Ms. Squyres answers that light fixtures are not typically subject to administrative approval.

Mr. Scoggin asks for confirmation that no signage is included in this application

Ms. Squyres responds confirming the proposed scope of work.

Mr. Beidler briefly works to clarify and itemize the comments and objections of the Board.

Mr. Scoggin asks to clarify if color falls under the Boards jurisdiction.

Ms. Squyres responds clarifying the scope of the Boards jurisdiction.

Mr. Hemmingson provides his thoughts on the proposed door.

Mr. Burch comments on the level of traffic through the public alley.

Mr. Scoggin asks about the Boards powers and role in property maintenance and expresses a desire to see the rear elevation repainted.

Ms. Squyres responds outlining the Boards role and briefly outlining some of the water damage to the structure.

Mr. Wojcik expresses his thoughts on adding a nonconforming style of door.

Mr. Beidler asks for a motion.

A brief discussion of the proposed motion occurs.

Mr. Beidler moves to approve COA-26-2 with the presented approval conditions, Seconded by Mr. Burck.

The vote was as follows:

Ayes: Mr. Michael Beidler, Chair, Mr. Steve Wojcik, Vice Chair; Mr. Tim Burch; Mr. William Hemmingson; Mr. John Scoggin

Nays:

Abstention:

Absent:

**COA 2026-2 passes 5-0-0.**

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#### **UPDATES.**

Ms. Squyres announces her acceptance of a new position and steps back as the point of contact for town staff.

Mr. Cute introduces himself as the new point of contact for town staff.

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#### **BOARD MEMBERS TIME.**

Mr. Hemmingson expresses his dissatisfaction with the materials used in a previously approved project.

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#### **ADJOURNMENT.**

**Mr. Beidler moves to adjourn the meeting, seconded by Mr. Wojcik. There was no discussion.**

**With no further business, this meeting was adjourned at 7:20 PM on Thursday, January 22, 2025.**