



## ARCHITECTURAL REVIEW BOARD MEETING

21 Main Street

Thursday, September 26, 2024, 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 September 26, 2024

##### Regular Meeting

##### PRESENT

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

Ms. Karen Lavarney, Chair

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#### REGULAR MEETING – 6:30 PM

Mr. John Thorsen 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 Draft – July 25, 2024

Mr. Thorsen moves to approve the July 25, 2024, meeting minutes, as presented.

Mr. Wojcik moved to approve them. Ms. Latack seconded that motion.

Mr. Beidler asks for further details on the outcome of case COA-24-51, 37 Beckham St and the applicant's intended actions.

Ms. Squyres responds that case COA-24-51 was denied and a suggested course of action was made in the conditions of denial. No further contact has occurred.

The vote was as follows:

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

Nays: None

Abstention:

Absent: Ms. Karen Lavarney, Chair

The minutes were approved.

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## **NEW BUSINESS.**

### **1. COA 2024-59 266 Falmouth Street**

Review request to construct a new single-family dwelling on vacant lot located at 266 Falmouth Street.

Ms. Squyres provides a brief introduction of the application along with updated plan details.

Ms. Squyres then invites the applicant to approach the podium and answer questions from the ARB.

Mr. Ray Guyre, applicant comes forward to provide further detail.

Mr. Beidler asks for further detail on the plans for landscape and exterior lighting and expresses his concerns with over lighting.

Ms. Squyres responds that review during the permitting process will ensure compliance with the zoning ordinance.

Mr. Biedler responds stating his reason for broaching the topic.

Ms. Latack Asks if the type of lighting can be specified in the conditions of approval.

Ms. Squyres responds with confirmation.

Ms. Latack asks about the proposed window lintels.

Mr. Guyre responds providing further details.

Ms. Latack asks about the choice ow window for the front elevation.

Mr. Guyre responds providing their reasoning for the choice.

Mr. Thorsen asks if a window company has been selected yet.

Mr. Guyre responds providing the company and style details.

Mr. Wojcik asks about the location of the proposed chimney.

Mr. Guyre responds detailing the rout and location of the chimney vent.

Ms. Latack asks about the proposed door materials

Ms. Squyres reminds the board that the product information sheets are included in their agenda packets.

Mr. Thorsen asks for any further questions.

With no further questions the board reviews the proposed motion.

Mr. Thorsen moves to approve COA-24-59 with the presented approval conditions

Mr. Beidler and Ms. Latack ask to ensure that the conditions reflect the soffit lighting requirements and location of the chimney vent.

Ms. Squyres states that the conditions will reflect those decisions.

Mr. Beidler seconds the motion.

The vote was as follows:

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

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

#### **COA 2024-59 passes 4-0-1**

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#### **2. COA 2024-63: 20 NORTH 5<sup>th</sup> STREET**

Request to install a metal bracket and wood hanging sign to the exterior of the building for the business "Goodness & Grace."

Ms. Squyres provides a brief introduction of the application.

Ms. Malayna Campbell, Applicant, comes forward to speak and provide further information.

Mr. Beidler asks about the location of the bracket and sign in relation to the wall sconce.

Ms. Campbell responds that it will be centered above the wall sconce.

Mr. Thorsen asks about the sign material

Ms. Campbell responds that she will have to consult the sign contractor.

Ms. Latack asks to add centering with the sconce as a condition.

Mr. Beidler asks about window signage as shown in the provided site photo.

Ms. Campbell responds stating that there are no plans for window signage and the sign shown is only temporary and will be removed.

Ms. Squyres briefly reviews the proposed motion and requested additions.

The Board discusses the proposed motion.

Mr. Thorsen moves to approve COA-24-63 with the presented approval conditions,  
Seconded by Mr. Wojcik.

The vote was as follows:

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

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

**COA 2024-63 passes 4-0-1.**

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## **UPDATES.**

Ms. Squyres had no updates. She states that nothing has been submitted for the October meeting at this time.

Mr. Thorsen asks if for any updates on the brick wall on Culpeper St.

Ms. Squyres responds that no updates have been received at this time.

Ms. Squyres let the board know that IT would like to set up 2-factor authentication on all board member I-pads.

## **BOARD MEMBERS TIME.**

Mr. Wojcik provides an update on the work to correct the VCRIS record and preserve the Oak Spring house providing history on the property and efforts.

Ms. Squyres adds that Town staff has tried to contact the owner on several occasions and in what contact has been made the owners expressed no interest in maintaining the property.

Mr. Thorsen asks if there was a size restriction on "For Sale" signs in the historic district.

Ms. Squyres states that she doesn't know. Though there are specific regulation for temporary signs in the zoning ordinance.

The discussion moves to a specific for sale sign on Winchester St.

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## **ADJOURNMENT.**

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

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

Nays:

Abstention:

Absent: Ms. Karen Lavarney, Chair

**With no further business, this meeting was adjourned at 7:06 PM on Thursday, September 26<sup>th</sup>, 2024.**