



**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 AUGUST 24, 2023, AT 7:00 PM IN WARRENTON, VIRGINIA**

**PRESENT** Ms. Laura Bartee, Chair; Ms. Virginia Gerrish, Vice-Chair; Mr. Steve Wojcik; Ms. Karen Lavarney; Mr. John Thorsen; 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- July 27, 2023

Mr. Wojcik outlines a minor correction to the draft minutes.

Ms. Gerrish motions to approve the minutes for October 27, 2022, as amended. Mr. Wojcik Seconded. All in favor.

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

Absent:

**NEW BUSINESS**

### **COA 23-56 9 SOUTH FIFTH STREET**

Ms. Squyres provides a brief introduction of the application.

Ms. Ednida Minor, applicant, comes forward to speak.

Mr. Wojcik expresses his appreciation of both the sign and bracket design.

Ms. Gerrish requests clarification on the proposed sign location and method of attachment.

Ms. Squyres responds providing the requested information.

Ms. Bartee suggests a potential mounting method.

Ms. Bartee asks about other signage on the building.

Ms. Squyres responds.

MS. Gerrish asks about the existence of a previous hanging sign.

Ms. Squyres responds.

Ms. Bartee asks the Board for a motion.

Mr. Wojcik moves to approve COA 23-56 with presented approval conditions, Seconded by Ms. Lavarney.

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

Nea:

### **COA 23-58 98 MAIN STREET, UNIT 104**

Ms. Squyres provides a brief overview of the application.

Ms. Vanessa Murphy, business owner, comes forward to speak.

Ms. Gerrish moves the discussion to the solid background in the design of the proposed sign.

Ms. Squyres briefly discusses the historic district guidelines for window signs.

Ms. Murphy responds providing her thoughts on the matter.

Ms. Gerrish suggests a potential design change.

Ms. Murphy responds, outlining difficulties with design.

Ms. Lavarney asks for clarification on the requirements of the guidelines.

Ms. Squyres responds.

Ms. Murphy asks about the availability of the historic district guidelines and asks if they can be shown.

Ms. Gerrish responds providing where the guidelines can be found.

Ms. Squyres briefly explains the signage guidelines for the historic district.

Ms. Bartee asks for clarification on the location of the sign.

Ms. Murphy responds, providing the requested information.

Ms. Bartee expresses her appreciation of the proposed sign design.

Ms. Murphy briefly discusses the design choices for the proposed sign.

Ms. Bartee asks for any further questions.

Ms. Bartee asks to see the proposed motion.

The Board briefly discusses the proposed motion.

Ms. Bartee asks for a motion.

Ms. Lavarney moves to approve COA 23-58 with the presented approval conditions, Seconded by Mr. Thorsen.

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

Nea: Ms. Gerrish, Vice-Chair

### **COA 23-61 20 MAIN STREET**

Ms. Squyres provides a brief overview of the application.

Mr. Casey Ward, applicant, comes forward to speak.

Mr. Wojcik asks about the attachment method of the plaque with the existing condition of the site.

Mr. Ward responds, providing the requested information.

Mr. Wojcik recommends repairs to the brick at the plaque site.

Ms. Bartee asks for clarification on the placement of the plaque.

Mr. Ward responds, showing location on site rendering.

Ms. Gerrish asks about the scope of repairs being done.

Mr. Ward responds outlining discussion with the masonry company.

Ms. Gerrish asks for further clarifications.

Mr. Ward detailing repaired areas.

The Board and applicant briefly discuss sealing holes in existing bricks.

Ms. Gerrish asks for clarification on the proposed fox sculpture.

Mr. Ward responds, providing the requested information.

Ms. Bartee asks about the dimensions of the proposed plaque.

Mr. Ward responds, outlining plaque dimensions.

The Board briefly discusses the proposed motion.

Ms. Gerrish moves to approve COA 23-61 with the presented approval conditions,  
Seconded by Ms. Lavarney.

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

Nea:

#### **COA 23-62 30 JOHN MARSHALL STREET**

Ms. Squyres provides a brief overview of the proposed work.

Mr. John Swain, applicant, is not present to speak to speak.

Ms. Bartee asks about the scope of the previous application.

Ms. Squyres responds, providing further details.

Ms. Gerrish asks about the previously approved application.

Ms. Squyres responds.

Mr. Wojcik asks for the reason the proposed work has been submitted again.

Ms. Squyres responds providing expiration dates for approved COA applications.

Ms. Gerrish asks for clarification on the style of the proposed retaining wall.

Ms. Squyres responds.

Ms. Bartee asks to see the proposed plan set showing landscaping.

Ms. Gerrish asks for clarification on the proposed planting species.

The Board briefly discusses potential landscaping requirements in the proposed motion.

Ms. Bartee asks for a motion.

Ms. Lavarney moves to approve COA 23-62 with the presented approval conditions,  
Seconded by Mr. Wojcik.

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

Nea:

### **UPDATES**

Staff has no updates.

### **BOARD MEMBERS TIME**

Mr. Wojcik provides updates on the purchase of Alwington Manor.

Ms. Gerrish provides further details on her reasoning for her vote on COA 23-58.

### **ADJOURN**

Mr. Wojcik moves to adjourn. Ms. Lavarney seconded. All in favor, no discussion.

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

Absent:

With no further business, this meeting was adjourned at 8:30 PM.