



**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 JULY 28<sup>th</sup>, 2022, AT 7:00 PM IN WARRENTON, VIRGINIA**

***PRESENT***

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

***ABSENT***

**CALL TO ORDER AND DETERMINATION OF A QUORUM**

The meeting was called to order at 7:00 PM, and a quorum was established. Mr. Wojcik read the purpose statement.

**DETERMINATION OF QUORUM:**

Ms. Laura Bartee, Vice Chair; was absent until 7:15 PM

**APPROVAL OF MINUTES**

**Draft Minutes – April 28<sup>th</sup>, 2022**

Ms. Karen Lavarney motioned to approve the April 28<sup>th</sup>, 2022, minutes.

Seconded by Mr. John Thorsen. All in favor, no discussion.

***Ayes:***

***Mr. Steve Wojcik, Chair; Ms. Virginia Gerrish, Mr. John Thorsen, Ms. Karen Lavarney.***

***Nays:***

***None***

***Absent During Vote:***

***Ms. Laura Bartee, Vice Chair.***

***Abstention:***

***None***

**Draft Minutes – May 26<sup>th</sup>, 2022**

Ms. Karen Lavarney motioned to approve the March 26<sup>th</sup>, 2022 minutes.

Seconded by Mr. John Thorsen. All in favor, no discussion.

**Ayes:** *Mr. Steve Wojcik, Chair; Ms. Virginia Gerrish, Mr. John Thorsen, Ms. Karen Lavarney.*

**Nays:**

**Absent During Vote:** *Ms. Laura Bartee, Vice Chair.*

**Abstention:**

## **NEW BUSINESS**

### **COA 22-11 - 25 North Chestnut Street.**

Ms. Millie Latack gives a brief presentation on the proposed exterior alterations.

Mr. Steve Wojcik states the applicant has updates on the shower enclosure and introduces the applicant Mr. Case Ward.

Mr. Ward explains the proposed work and the storm damage in relation to his property.

Mr. Ward notes paneling will be cedar with cedar trim.

Ms. Virginia Gerrish asks about vegetation.

Mr. Ward responds the outdoor shower will sit on a concrete pad so no opportunity to grow vegetation.

Ms. Gerrish suggests some vegetation.

Mr. Ward clarifies additional proposal information.

Mr. Wojcik calls for motion.

Ms. Karen Lavarney moves to approve the application for Certificate of Appropriateness for COA 22-11, for the proposed new deck stairs, outdoor enclosure, and replacement decking.

1. All necessary permits are acquired.
2. The enclosure shall not exceed the height of the existing deck.
3. Minimal decking shall be replaced. Only damaged or new decking boards shall utilize composite Trex decking.
4. Railing style and finish shall match the existing deck railing.

Seconded by: Virginia Gerrish. All in favor, no discussion.

**Ayes:** *Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice Chair; Ms. Virginia Gerrish, Mr. John Thorsen, Ms. Karen Lavarney.*

**Nays:**

**Absent During Vote:**

**Abstention:**

**None**

**None**

**None**

## **NEW BUSINESS.**

### **COA 22-12 - 173 Main St new picket fence.**

Ms. Latack gives a brief presentation on the proposal for a new picket fence.

Ms. Latack states it is a 48" high fence.

Mr. Wojcik asks why the fence does not run the length of the property perimeter.

Ms. Latack states she believes the fence is intended to delineate the property.

Ms. Latack clarifies additional board member questions.

Mr. Wojcik calls for a motion.

Ms. Virginia Gerrish moves to approve the application for Certificate of Appropriateness for COA 22-12, for the proposed new picket fence at 173 Main St with the following conditions.

1. All necessary permits are acquired.
2. The Virginia Department of Historic Resources has awarded project approval.

Seconded by: Ms. Karen Lavarney. All in favor, no discussion.

**Ayes:**

***Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice Chair; Ms. Virginia Gerrish, Mr. John Thorsen, Ms. Karen Lavarney.***

**Nays:**

***None***

**Absent During Vote:**

***None***

**Abstention:**

***None***

### **COA 22-13 – 144 High Street to replace roof and gutters.**

Ms. Latack gives a brief presentation on replacement roof proposal.

Mr. Curt Bluefeld of 144 High Street explains need for roof replacement.

Mr. Bluefeld states a ridge cap would be preferred if allowed.

Mr. Wojcik asks if Mr. Bluefeld would install Victorian shingles if ridge cap were approved.

Mr. Bluefeld states a need for an attic ventilation system regardless of roofing material.

Mr. Wojcik explains no other house on the High Street has a ridge-cap.

Mr. Bluefeld discusses pricing and roofing needs.

Mr. Bluefeld states current roof has galvanized shingles.

Mr. Wojcik asks if removed shingles can be salvaged and saved for future residents.

Mr. Thorsen asks about existing shingles material.

Mr. Bluefeld states they believe it is galvanized metal.

Ms. Bartee asks about existing gable vents.

Mr. Bluefeld states no.

Ms. Bartee discusses her preference to replace with Victorian shingles.

Ms. Karen Lavarney supports Ms. Bartee's comment.

Mr. John Thorsen proposes allowance of Victorian shingles with a ridge vent or standing seam with gable vents.

Mr. Wojcik states the preferred option is the Victorian shingles with the ridge vent.

Ms. Garish affirms support.

Mr. Bluefeld states he agrees.

Mrs. Bluefeld asks about color restrictions.

Mr. Wojcik states the board does not regulate color.

Ms. Laura Bartee moves to approve the application for Certificate of Appropriateness for COA 22-13 – for the proposed replacement of the roof and gutters at 144 High St with the following conditions.

1. All necessary permits are acquired.
2. Roofing shall be replaced in-kind as best as possible to match existing Victorian metal shingles.
3. Ridge vent shall be installed in-kind.
4. Gutters shall be replaced with half-round metal gutters.

Seconded by: Ms. Karen Lavarney. All in favor, no discussion.

**Ayes:**

***Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice Chair; Ms. Virginia Gerrish; Mr. John Thorsen, Ms. Karen Lavarney.***

**Nays:**

***None***

**Absent During Vote:**

***None***

**Abstention:**

***None***

## **UNFINISHED BUSINESS**

**A. COA 22-7 - 111 High St - Enclose screen porch. Re-design rear deck and new rear windows.**

Ms. Latack gives a brief presentation the proposal for exterior alterations.

Mr. Michael Gregg with 3-D Architects addresses clarification questions from the board.

Mr. Wojcik asks when the addition was installed.

Mr. Gregg states he is unsure.

Ms. Bartee discussed current windows were replacements from a 2016 application.

Mr. Gregg states the intention is to match material of the current existing.

Ms. Bartee discusses wood window replacements on existing historic structure.

Mr. Thorsen asks for clarification on the new attic window.

Mr. Gregg states the window will be double hung.

Mr. Thorsen asks about the cable rails in the historic district.

Ms. Latack states there are a couple of rear decks throughout the historic district with approved cable rails.

Mr. Wojcik discussed board recommended for sky lights in 2016.

Ms. Garish asks for clarification on window pattern.

Mr. Gregg states they will match the back of the house.

Mr. Gregg states the Hardie panel is meant to represent the period of the structure.

Mr. Wojcik calls for a motion.

Ms. Laura Bartee moves to approve the application for Certificate of Appropriateness for COA 22-07, for the proposed enclose screen porch, re-design rear deck and new rear windows at 111 High Street with the following conditions.

1. All necessary permits are acquired.
2. Any removed historic windows shall be stored and maintained on the premises.
3. Louvre on the north gable-end shall be preserved.
4. North gable window shall be six-over-six wood to match the existing rear gable window.

5. All windows shall be wood with the exception of the screened porch area which may be wood-clad.
6. Windows on the north and south sides of the screened in porch shall be casement windows with no lites.

Seconded by: Mr. John Thorsen. All in favor, no discussion.

**Ayes:** *Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice Chair; Ms. Virginia Gerrish; Mr. John Thorsen, Ms. Karen Lavarney.*

**Nays:** *None*  
**Absent During Vote:** *None*  
**Abstention:** *None*

**B. COA 22-8 – 71 South Fifth St – New wall and projecting sign.**

Ms. Latack gives a brief presentation on the proposed signage.

Ms. Garish asks for clarification on the proposal.

Ms. Latack states the applicant is considering both bracket examples.

Ms. Garish states the scroll one could clash.

Mr. Wojcik calls for a motion.

Ms. Karen Lavarney moves to approve the application for Certificate of Appropriateness for COA 22-08, for the proposed new wall and projecting sign at 71 South Fifth St with the following conditions.

1. All necessary permits are acquired.
2. All signs shall be installed with the least damaging methods.
3. Bracket shall not be scrolled.

Motion to Approve: Karen Lavarney

Seconded by: Ms. Laura Bartee. All in favor, no discussion.

**Ayes:** *Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice Chair; Ms. Virginia Gerrish; Mr. John Thorsen, Ms. Karen Lavarney.*

**Nays:** *None*  
**Absent During Vote:** *None*  
**Abstention:** *None*

**UPDATES**

Ms. Latack notes Roberts Rules training will be next meeting.

Ms. Latack states St. John's Catholic Church Parish Hall Demolition request is going to Town Council next month.

Mr. Wojcik asks if the demolition is going to preserve the foundation.

Ms. Latack explains that is written in the staff report and explains the consideration of the preservation as well and historic significance.

### **BOARD MEMBERS TIME**

Mr. Wojcik Invites board members to speak.

No report from the board members.

### **ADJOURN**

Ms. Lavarney moved to adjourn. Ms. Bartee seconded. All in favor, no discussion.

**Ayes:**

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

**Nays:**

***None***

**Absent During Vote:**

***None***

**Abstention:**

***None***

With no further business, this meeting was adjourned at **8:26: PM**