



**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
January 26, 2023, AT 7:00 PM IN WARRENTON, VIRGINIA**

PRESENT Mr. Steve Wojcik, Chair; Ms. Laura Bartee, Vice-Chair; Ms. Virginia Gerrish, Ms. Karen Lavarney; Ms. Denise Harris, Planning Manager;
ABSENT Mr. John Thorsen

CALL TO ORDER AND DETERMINATION OF A QUORUM

The meeting called to order at 7:00 p.m., and a quorum was established. Ms. Bartee read the purpose statement.

Board Elections

Election of Chair

Mr. Wojcik moves to nominate Ms. Bartee for the position of Chair.

Ms. Lavarney seconds the motion.

No further discussion

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

Absent: Mr. Thorsen

Election of Vice-Chair

Mr. Wojcik moves to nominate Ms. Gerrish for the position of Vice-Chair.

Ms. Lavarney seconds the motion.

No further discussion

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

Absent: Mr. Thorsen

NEW BUSINESS

COA 22-42 102 Winchester Street

Ms. Lavarney recuses herself from the review of COA 22-42.

Ms. Harris provides a brief overview of the application.

Ms. Bartee invites the applicant forward to speak.

Ms. Lavarney, applicant, speaks provides a history and details of the application.

Ms. Bartee opens the floor to discussion.

Ms. Gerrish briefly comments on the location and installation method of the slide.

Mr. Wojcik briefly speaks his thoughts on the slide.

Ms. Bartee briefly speaks her thoughts on the slide.

Ms. Bartee asks the Board for a motion.

Ms. Gerrish moves to approve COA 22-42 with presented approval conditions,
Seconded by Mr. Wojcik.

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

Abstained: Ms. Lavarney

Absent: Mr. Thorsen

COA 22-43 92 Winchester Street

Ms. Harris provides a brief presentation on the application.

Mr. Keith Macdonald, Applicant, comes forward to speak on his application.

Mr. Macdonald asks for an adjustment to the proposed conditions.

Ms. Bartee briefly discusses potential hardware with the applicant.

Ms. Gerrish asks the applicant about the proposed finish for the gate.

Mr. Macdonald responds outlining proposed finish.

Ms. Gerrish returns discussion to the gate hardware.

Mr. Macdonald briefly outlines possible design options.

Mr. Wojcik asks about the posts supporting the gate.

Mr. Macdonald responds discussing possible finished states of the posts.

Mr. Wojcik discusses with the applicant the height of the proposed gate.

Mr. Macdonald briefly speaks his thoughts on current building codes and design philosophies.

Mr. Wojcik asks if a condition needs to be added regarding the posts.

The Board, applicant, and Staff discuss the approval conditions for the proposed motion.

Mr. Wojcik moves to approve COA 22-43 with presented conditions, Seconded by Ms. Gerrish.

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

Voting Nea: Ms. Lavarney

Absent: Mr. Thorsen

COA 22-44 10 Menlough Drive

Ms. Bartee introduces the application to the Board.

Ms. Harris provides a brief description of the application.

Mr. Kyle Walker, Applicant, describes the nature of the proposed work.

Ms. Bartee opens the floor to discussion.

Ms. Bartee briefly comments on the design of the proposed work.

Ms. Harris and the Board briefly discuss the proposed approval conditions.

Ms. Bartee asks the Board for a motion.

Ms. Lavarney moves to approve COA 22-44 with presented conditions, Seconded by Mr. Wojcik.

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

Absent: Mr. Thorsen

COA 23-01 75 S. Third Street

Ms. Bartee introduces the application to the Board.

Ms. Harris provides a brief description of the application.

Mr. Jim Madaj, Applicant, provides a detailed description of the proposed work.

Ms. Bartee opens the floor to discussion.

Ms. Gerrish asks about the height of proposed rear doors.

Mr. Madaj responds outlining height of doors and potential phase two plans.

Mr. Wojcik asks about the number of rear doors.

Mr. Madaj responds providing further information about the rear doors.

Mr. Wojcik asks about the third rear doorway.

Mr. Madaj responds.

Ms. Gerrish asks about rear signage locations.

Mr. Madaj responds detailing the proposed signage location and existing site condition.

Ms. Bartee asks about the brand and material of the doors.

Mr. Madaj responds providing the manufacturer information.

Ms. Bartee asks for further information about proposed railings.

Mr. Madaj details proposed railing design.

Mr. Wojcik asks about the status of on the side of the building.

Mr. Madaj outlines status of windows in question and possible future changes.

Ms. Bartee asks about what is taking the place of removed window AC unit.

Mr. Madaj describes the window installed to replace removed window AC unit.

Mr. Madaj and the Board discuss plans for use of the space.

Ms. Harris and the Board briefly discuss the proposed approval conditions.

Ms. Bartee asks the Board for a motion.

Mr. Wojcik moves to approve COA 23-01 with presented conditions, Seconded by Ms. Lavarney.

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

UNFINISHED BUSINESS

COA 22-152 11 S Second Street

Ms. Harris provides a brief overview of the application.

The Board reviews current photos of already approved work to determine scale and materials used.

Ms. Harris and the Board discuss previously approved conditions and previously removed proposed approval conditions.

Ms. Bartee asks the board for questions on the proposed amendment. No questions.

Ms. Bartee asks about the status of the siding.

Ms. Harris responds, response inaudible.

Ms. Bartee and the Board discuss former approval condition 18.

The Board discusses the re-addition of approval conditions 18 and 19.

Mr. Wojcik moves to approve the amended application for COA 2022-152 (22-28) with presented approval conditions, Seconded by Ms. Gerrish.

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

Abstained: Ms. Lavarney

Absent: Mr. Thorsen

UPDATES

Adoption of Calendar 2023

Ms. Harris presents the matter to the Board.

Ms. Bartee asks about adjusting meeting times.

Ms. Gerrish asks for some clarification from staff.

The Board briefly discuss potential meeting times.

Ms. Bartee asks for a motion.

Ms. Lavarney motions to combine the November and December meetings to December 7th and adopt the other dates as listed. Seconded by Mr. Wojcik.

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

Absent: Mr. Thorsen

BOARD MEMBERS TIME

Mr. Wojcik asks staff about actions that can be taken or explored regarding the preservation of Alwington Manor.

The Board and staff have a brief discussion on steps that could be taken and registration of historic building.

Ms. Lavarney asks about personal email usage for ARB communications.

ADJOURN

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

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

Voting Nea:

Absent: Mr. John Thorsen

With no further business, this meeting was adjourned at 8:50 PM.

DRAFT