



Community Development Department

January 30, 2024

Philip Wesley Ross  
11 S. Second Street  
Warrenton, VA 20186

**Re: Architectural Review Board Pre-Approval for Certificate of Appropriateness 2024-1**

Dear Mr. Ross:

Thank you for submitting an application for a Certificate of Appropriateness (COA), required for properties within the Warrenton Historic District. Following **unofficial** Architectural Review Board (ARB) review of your application, we have determined that the request to minimize the overall footprint of the previously approved (COA 22-152) back patio, as described and depicted within the submission, at 11 S. Second Street meets the criteria for approval of alterations, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) The installation of the patio will cause the least possible diminution or loss of the historic character of the existing building including its materials, craftsmanship, design, location and setting.
- 3) The patio must contain an ADA-access point that complies with the Zoning Ordinance.
- 4) The patio shall be appropriately screened with native shrubbery/plantings to obscure the patio framing and to provide additional visual interest to the landscaping.
- 5) Any further changes or alterations to any exterior element of the building will require the submission of a new Certificate of Appropriateness and review and approval by the Architectural Review Board prior to being undertaken.

Please note that this is an **unofficial** ARB pre-approval subject to denial if any work is determined to be inappropriate at the time of the official ruling. ARB pre-approvals are typically only considered in events of an emergency and/or matters that present a direct risk to public safety or health. Please be aware that your COA is subject to public hearing and conditions may be added in response; **proceed with the abovementioned project at your own risk.**

Additionally, you will receive a notification from OpenGov prompting you to pay any necessary fees associated with all applications and permits. If any work to be conducted at the site will deviate from the proposal in any way, additional ARB review may be required. If you have any additional questions or concerns please feel free to contact me at 540-347-1101 ext. 311.

Sincerely,

A handwritten signature in black ink that reads "Casey Squyres". The signature is written in a cursive, flowing style.

Casey Squyres  
Historic Preservation Planner  
Town of Warrenton  
Planning and Community Development  
Department