

## ARCHITECTURAL REVIEW BOARD MEETING MINUTES

The Board of Architectural Review held its regularly scheduled meeting on Thursday, March 7, 2013, at 4:00 p.m. in Council Chambers at Rouss City Hall, 15 North Cameron Street.

### 1. POINTS OF ORDER

**PRESENT:** Chairman Tom Rockwood, Tim Bandyke, Patricia Jackson, Kevin Walker, Don Crigler, Peter Serafin

**ABSENT:** None

**STAFF:** Aaron Grisdale, Catherine Clayton

### APPROVAL OF MINUTES:

Chairman Rockwood called for additions or corrections to the minutes of February 21, 2013. Hearing none, Ms. Jackson moved to approve the minutes as submitted. Mr. Serafin seconded the motion. Motion to approve carried 5-0-1.

### 2. CONSENT AGENDA

None.

### SPECIAL NOTE OF THANKS

Chairman Rockwood stated that regrettably he was unaware that the last meeting was the last one for Mr. Pinner. He further advised that Mr. Pinner resigned his position due to health reasons and that the Board appreciates all his hard work and dedication. Chairman Rockwood stated that Mr. Pinner provided a lot of background knowledge and insight to the Board and he had a key interest in the preservation of the historic district. All members of the Board are very grateful for his service and regret that they did not make note of his retirement. He then stated that he would like the record of this meeting to reflect the Board's thanks to Mr. Pinner for his service.

### 3. PUBLIC HEARING

**BAR-13-59** Request of DFC Architects, PC, on behalf of subject property owner Piccadilly Mansion, LLC, for approval of demolition of an existing porch structure at 25 West Piccadilly Street (Map Number 173-01-F-9), zoned Central Business (B-1) with Historic Winchester (HW) District overlay, pursuant to Section 14-3-2 of the Winchester Zoning Ordinance. The applicant intends to remove a 12' x 14' rear enclosed porch structure.

Mr. Crigler recused himself. He advised the Board that the only proposed demolition is the small, enclosed porch on the rear of the building. It was originally a 12' x 12' porch and then later closed in with siding and windows. The only replacement will be a new

kitchen for a steakhouse restaurant and they will be using the first floor and the second floor. The kitchen is a 23' wide x 25' deep addition.

Mr. Crigler did state the kitchen addition is not part of the demolition request and Chairman Rockwood stated that the only thing that requires a public hearing is the demolition but for continuity, please review the entire project. Mr. Crigler presented the project in its entirety to the Board and stated that the front will not have any changes. Concern was raised about the fire escape and whether it was a code issue to which Mr. Crigler advised that it is. Additionally, concern about the details of the railing, stairs, pickets, and size of the corner board and trim to be used; the color of the shutters and siding; and the French door was voiced.

Chairman Rockwood then asked if there were any questions by the Board. Hearing none, he opened the public hearing and asked for public comment. Hearing none, he closed the public hearing.

Chairman Rockwood then opened the meeting for discussion by the Board. Questions were raised as they pertain to the size of the kitchen and the possibility of using the basement for a cold storage area, roof and gutters, the exhaust system for the kitchen, and the stairway structure.

Chairman Rockwood then asked for any additional comments or questions. Hearing none, he asked for a motion.

Mr. Serafin moved to approve the Certificate of Appropriateness to **BAR-13-59** for demolition of the existing porch structure at the property located at 25 West Piccadilly Street with the following comments:

1. Applicant to return with information on the trim detail and sizes, information on the railing, and information on the kitchen exhaust system/unit.

Mr. Bandyke seconded the motion. Roll call vote was made and the motion passed 4-0-1.

#### **4. NEW BUSINESS**

**BAR-13-102** Request of William Hutchinson for a Certificate of Appropriateness for exterior change for a new dormer, siding, roofing, windows and doors, and paint for the property located at 443 North Loudoun Street.

Mr. Hutchinson addressed the Board to explain his project and advised that the new double window dormer in the back will be similar to the triple window in the front. He then advised that he will be exposing some of the existing windows in the rear that have been hidden and that he will reuse others in the rear dormer. Mr. Hutchinson then stated that the materials he will use will be wood, architectural shingles for entire roof, and cedar siding for the dormer. He then advised that the colors of the trim and deck will be white and gray.

Mr. Bandyke moved to grant a Certificate of Appropriateness to **BAR-13-102** for exterior changes as submitted for the property located at 443 North Loudoun Street. Mr. Walker seconded the motion. Vote was made and the motion passed 6-0.

**BAR-13-110** Request of Shenandoah Valley Discovery Museum for a Certificate of Appropriateness for new construction/addition for the property located at 19 West Cork Street.

Mr. Walker recused himself.

Mr. Swartz, applicant, then distributed replacement plans with new elevations and more accurate information. He explained the roof project as it pertains to the temporary triangular sunshades, the building for the elevator equipment, samples of cement that will be used for the project, and the metal structures that will be used as mobile potting boxes. He further advised that the panels would be attached to the roof using 2 x 4 tube steel.

Mr. Bandyke moved to grant a Certificate of Appropriateness to **BAR-13-110** for the project plans and proposal as submitted for the property at 19 West Cork Street; however, he stated that the Board is not approving colors for anything as yet. Mr. Crigler seconded the motion. Vote was made and the motion passed 5-0-1.

**BAR-13-117** Request of Matthew Boyle of Security Vault Works, for a Certificate of Appropriateness for the installation of two (2) new light fixtures above the ATM at the property located at 112 North Loudoun Street.

Mr. Boyle explained the three (3) lighting options and stated that Option 1 would give the best light but it is not the most traditional. He then stated that Option 2

Question was raised as to whether or not the lights could be lowered and if so, can the wattage of the light bulbs be lowered. Recommendation was made to possibly scale down the fixtures and to have the applicant submit a scale drawing of the area showing the lights and the location of installation.

Mr. Bandyke moved to table **BAR-13-117** for the installation of the light fixtures for the property at 112 North Loudoun Street until the next meeting on March 21, 2013. Applicant is to submit a scale drawing of the area where the lights are to be installed and showing the size and type of lights. Mr. Walker seconded the motion. Vote was made and the motion to table passed 6-0.

## **5. OLD BUSINESS**

**BAR-13-72** Request of DFC Architects, PC, for a Certificate of Appropriateness for the approval of new rear and side yard elevations for the two (2) new Habitat for Humanity homes to be built on the property located at 319-321 South Kent Street.

Mr. Crigler recused himself. He then advised the Board of the new side and rear elevations and the change to the 8/12 roof pitch for both houses. He further advised that both houses will face Cecil Street due to lot size restrictions.

Mr. Bandyke moved to grant a Certificate of Appropriateness to **BAR-13-72** as submitted with the new side and rear elevations and the 8/12 roof pitch for both houses to be built. Mr. Serafin seconded the motion. Voice vote was made and the motion passed unanimously 5-0-1.

## **6. OTHER DISCUSSION**

Request of Tim Machado for a recommendation for a green-space waiver for the property located at 25 East Boscawen Street. He explained his project and requested a waiver of the 30% green space requirement. He did state that the owner is willing to donate a tree or trees to City Hall to provide public green space off-site.

Mr. Crigler moved to make a recommendation to the Planning Commission to waive the 30% green-space requirement. Mr. Walker was seconded the motion. Vote was made and motion passed unanimously 6-0.

## **7. ADJOURN**

Motion was made and seconded for adjournment at 5:32 p.m. Motion carried by unanimous vote.