

**BOARD OF ARCHITECTURAL REVIEW  
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, June 19, 2014, at 4:01p.m. in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia

**POINTS OF ORDER:**

**PRESENT:** Chairman Rockwood, Ms. Jackson, Mr. Walker, Mr. Serafin

**ABSENT:** Mr. Bandyke

**STAFF:** Will Moore, Nasser Rahimzadeh, Carolyn Barrett

**VISITORS:** Howard Lewis, Joan Lewis, Andrew Ours, Sandra Bosley

**APPROVAL OF MINUTES:**

Chairman Rockwood called for additions or corrections to the minutes of June 5, 2014. Hearing none, he called for a motion. *Ms. Jackson moved to approve the minutes as submitted. Mr. Walker seconded the motion. Voice vote was taken and the motion passed 4-0.*

**NEW BUSINESS:**

**BAR-14-343** Request of Howard P. Lewis for a Certificate of Appropriateness to replace roofing on a garage at 610 Amherst Street.

Mr. Lewis stated that the shingles on the garage will be replaced with a standing seam metal roof. Existing downspouts and gutters will stay the same. There was brief discussion about the color and design of the standing seam metal. Mr. Lewis confirmed that it would match the existing roof on the main structure.

*Mr. Serafin made a motion to approve the Certificate of Appropriateness as submitted. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 4-0.*

**BAR-14-367** Request of Andrew Ours on behalf of the City of Winchester for a Certificate of Appropriateness to upgrade a wireless antenna at 131 North Kent Street.

Mr. Ours presented the request to upgrade the antenna. The existing mast will be used and it is only barely visible from the east. Mr. Walker commented that the existing antenna is mounted vertically whereas the new antenna will be horizontal and less visible. In response to a question from Chairman Rockwood, Mr. Ours stated that the antenna is used to facilitate connectivity between the offices in the basement of the garage and the Timbrook Public Safety Center.

*Mr. Walker made a motion to to approve the Certificate of Appropriateness as submitted. Mr. Serafin seconded the motion. Voice vote was taken and the motion passed 4-0.*

**OLD BUSINESS:**

**BAR-13-595** Request of Leicester Square, LLC for a Certificate of Appropriateness for new construction and a request to demolish an existing structure less than 75 years old at the properties located at 10 East Leicester Street and 412 South Loudoun Street. ***(Continuation – Items remaining for consideration are roofing, porch details and exterior lighting.***

Chairman Rockwood stated that the Board had been provided copies of an email from John Willingham of Leicester Square. He was unable to attend but requested they approve the compromise discussed and recommended by the Board at the last meeting. Chairman Rockwood reminded the Board of the recommendation and asked for any comments. There was a brief discussion about colors and the design of the standing seam, as not all have the same seam heights. The Board members agreed that these details could be presented later when the applicant returns for other remaining items.

*Mr. Serafin made a motion to grant a Certificate of Appropriateness to **BAR-13-595** to approve the following roofing materials:*

- *standing seam metal for the primary roofs on units 1, 2, 3, 7 and 8;*
- *standing seam metal for all porch roofs; and,*
- *architectural shingles for the primary roofs on units 4, 5 and 6.*

*Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 4-0.*

**DISCUSSION:**

A. Review draft guidelines pertaining to substitute materials.

The Board reviewed the latest draft of the guidelines. Mr. Moore pointed out the changes, which included removal of the text box listing appropriate/inappropriate materials and inclusion of some visual examples. Chairman Rockwood commented that he like the inclusion of the pictures and recognized Ms. Bosley of PHW for offering suggestions of certain examples to include.

Mr. Serafin offered a suggestion for additional language to be included in the third category pertaining to additions or new construction. Specifically, he suggested that the following language be added at the end of the boldfaced text: "...when such materials do not detract from the overall character of the Historic District." There was brief discussion and the Board agreed to the additional language.

Chairman Rockwood asked about the next step. Mr. Moore stated that if the Board was satisfied with the document, the next step should be to endorse the guidelines and forward to Council with a recommendation to adopt as an amendment to the existing guidelines.

*Mr. Serafin made a motion to endorse Draft Four of the Winchester Historic District Guidelines - Substitute Materials as modified by the Board and to forward to Council with a recommendation for approval . Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 4-0.*

**ADJOURN:**

With no further business before the Board, the meeting was adjourned at 4:30pm.