

**BOARD OF ARCHITECTURAL REVIEW
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, December 4, 2014, at 4:00 p.m. in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia.

POINTS OF ORDER:

PRESENT: Chairman Rockwood, Mr. Serafin, Mr. Walker, Ms. Elgin

ABSENT: Vice Chairman Bandyke, Ms. Jackson

STAFF: Josh Crump, Catherine Clayton

VISITORS: Tim Machado

APPROVAL OF MINUTES:

Chairman Rockwood called for corrections or additions to the minutes of November 20, 2014. Hearing none, he called for a motion. Mr. Serafin moved to approve the minutes as submitted. Mr. Walker seconded the motion. Voice vote was taken and the motion passed 4-0.

CONSENT AGENDA:

None.

NEW BUSINESS:

BAR-14-735 Request of Richard Oram to erect a temporary freestanding vestibule during the winter months at 101 North Loudoun Street.

Chairman Rockwood stated that staff has asked to table this matter to allow City staff and City Council time to consider how these types of structures may be regulated. Mr. Crump said that is correct. He also said that staff is deliberating with this proposal this week because it is the first of its kind for the downtown mall and it is a new type of encroachment. Staff would like to examine it in detail and give City Council and the Old Town Development Board an opportunity to look at it and get feedback from them as there may be some policies in regard to these vestibules or outdoor screening devices. Mr. Crump then asked that this be tabled until a future meeting and once there has been some action by City staff and City Council, the request will be brought back before the Board. Mr. Crump also advised that he spoke with the applicant and Mr. Oram is fine with having the request tabled at this time. Chairman Rockwood then asked if there is a particular time frame for which staff would like to have the requested tabled. Mr. Crump stated that there is no time frame at this time but that it could be several months.

Chairman Rockwood then called for a motion. Mr. Serafin moved to tabled BAR-14-735, generally. Mr. Walker seconded the motion. Voice vote was taken and the motion passed 4-0.

BAR-14-736 Request of Design Concepts – Tim Machado, to construct a new addition at 414 North Braddock Street.

Tim Machado, Design Concepts, explained that the request is for an addition off of the side of the residence and they are looking to put in a garage which will be setback on the property. He added that there is a 30-foot setback and although he does not understand why it has to be set back, they will be putting it back the 30-feet. He also stated that he spoke with Mr. Youmans, Planning Director, who explained that as long as the garage is set back and not on the same plane as the house, the garage doors could face the street.

Chairman Rockwood called for questions or comments from the Board. Mr. Serafin asked why they are using one-over-one windows for the addition instead of two-over-two. Mr. Machado said that they are trying not to blend in with the existing house. They want to clearly separate the two structures. He said that he thought that doing something simple because it is more of a functional addition, not a primary addition, so that is why all of the new glazing is going to be one-over-one.

Mr. Walker asked what type of garage doors are being proposed. Mr. Machado said that they would like to do either stained or painted but that he put painted on the application. Also it will look like a wood door but it will be sectional. Mr. Walker then said that in all scenarios, the applicant is looking at lights on the top portion to which Mr. Machado said yes. Chairman Rockwood asked if the doors would be made of wood and be on a track to which Mr. Machado said yes, they will be wood and they will arise up on a track. Mr. Serafin then asked what type of materials will be used below the windows. Mr. Machado said that it will be bead board. Mr. Walker then asked if they are repairing or replacing any of the existing windows in the house. Mr. Machado said that they will be repairing the existing windows. Mr. Walker then commented that the new addition will have standard lap wood siding to which Mr. Machado said that is correct and that it will be painted.

Hearing no other questions or comments, Chairman Rockwood called for a motion. Mr. Serafin moved to grant a Certificate of Appropriateness to BAR-14-736 with the following conditions:

- Panels under windows are to be bead board
- Color scheme to be approved administratively, if using standard colors, otherwise, it is to be brought back before the Board

Mr. Walker seconded the motion. Voice vote was taken and the motion passed 4-0.

OLD BUSINESS:

None.

OTHER DISCUSSION:

A brief discussion was rendered as it pertains to the proposed usage of vestibules and with Board members agreeing that it seems like a good idea. The issue is whether or not they will be temporary or permanent and any policies that may be needed. Mr. Crump said that he will keep the Board apprised as this process moves forward.

ADJOURN:

With no further business before the Board, the meeting adjourned at 4:15 p.m.