

**BOARD OF ARCHITECTURAL REVIEW
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, September 3, 2015, at 4:03p.m. in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia.

POINTS OF ORDER:

PRESENT: Chairman Rockwood, Vice Chairman Bandyke, Ms. Jackson, Mr. Serafin, Mr. Walker, Ms. Elgin, Ms. Schroth

ABSENT: None

STAFF: Josh Crump, Erick Moore, Carolyn Barrett

VISITORS: Gillian Greenfield, Richie Pifer Jr.

APPROVAL OF MINUTES:

Chairman Rockwood called for corrections or additions to the minutes of August 20, 2015. Mr. Serafin made a motion to approve the minutes as submitted. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 6-0-1 (Bandyke).

CONSENT AGENDA:

None.

NEW BUSINESS:

BAR-15-462 Request of Gillian Greenfield for a Certificate of Appropriateness to replace doors and windows at 110 South Indian Alley.

Ms. Greenfield explained that she replaced the doors after the building had been broken into. There was discussion about the replacement windows being vinyl covered. Ms. Greenfield agreed to replace the vinyl window with a wood window.

Vice Chairman Bandyke made a motion to grant a Certificate of Appropriateness for the door that has been installed and the transom above the door providing it is wood and glass. The vinyl window is denied. The window must be two-over-two and made of wood. Applicant is to bring in information about the new window to the next BAR meeting before installation. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 7-0.

BAR-15-496 Request of Winchester Brew Works for a Certificate of Appropriateness to add a wood door to the side of the building. Signage has been administratively approved.

Chairman Rockwood recused himself. Mr. Pifer presented the plan for adding a door and transom on the north side of the building.

The board members asked questions about the details of the door and transom.

*Mr. Serafin moved to grant a Certificate of Appropriateness to **BAR-15-496** as submitted. Mr. Walker seconded the motion. Voice vote was taken and the motion passed 6-0-1 (Rockwood).*

BAR-15-504 Request of Jerry McEntire for a Certificate of Appropriateness to add an external door in front of the recessed main entry door at 137 West Boscawen Street.

The applicant was not present.

*Vice Chairman Bandyke made a motion to table **BAR-15-504**. Ms. Jackson seconded the motion. Voice vote was taken and the motion passed 7-0.*

BAR-15-510 Request of Kevin Walker for a Certificate of Appropriateness to remove old shingles, repair the roof and replace the old shingles with new architectural shingles in a darker color at 324 North Braddock Street.

Mr. Walker recused himself in order to present his request. The current shingles are deteriorating and the substrate may be damaged.

*Mr. Serafin made a motion to grant a Certificate of Appropriateness to **BAR-15-510** as submitted. Ms. Elgin seconded the motion. Voice vote was taken and the motion passed 6-0-1 (Walker).*

OLD BUSINESS:

None.

DISCUSSION:

Mr. Crump has been researching vinyl windows and how they are handled in other jurisdictions. There was discussion of requirements and the possibility of requiring a permit or fee for window replacement.

ADJOURN:

With no further business before the Board, the meeting was adjourned at 4:53pm.