

**BOARD OF ARCHITECTURAL REVIEW  
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, July 21, 2016, at 4:00pm in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia.

**POINTS OF ORDER:**

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

**ABSENT:**

**STAFF:** Josh Crump, Jacquelyn Mathes, Erick Moore

**VISITORS:** Bill Truban, Richard Bell, Richard Hunt

Chairman Serafin called for corrections or additions to the minutes of July 7, 2016. Ms. Jackson made a motion to approve the minutes from July 7, 2016. Mr. Walker seconded the motion. A voice vote was taken and the motion passed 6-0-1 (Mr. Packard)

**CONSENT AGENDA:**

None

**NEW BUSINESS:**

**BAR 16-435** Request of Bill Truban for a Certificate of Appropriateness to make exterior changes at 103 N Braddock Street.

Mr. Truban stated that they would like a more handicap friendly entry to the building. To do this he proposed to make the existing porch in the back bigger and build an ADA compliant handicap ramp that will connect to the existing sidewalk. The porch will be ten and one half foot by eight and one half foot and the handicap ramp will be forty two inches wide.

In order to enlarge the porch they will need to move the existing HVAC unit from the back of the building to the side. The HVAC unit will now be next to the electrical panel and they plan to landscape around that to make it less visible from the street.

Mr. Truban also proposed an exterior sump pump. He stated when they added on to the surface of the streets the back yard was blocked in and didn't allow for any drainage. Due to this, the basement keeps flooding. He stated that the

exterior sump pump should only stick out of the ground about a foot and he will be adding bushes to block visibility.

Chairman Serafin stated that in order to approve this project he would like to see more detailed drawings that included all measurements as well as exact materials. He stated that the drawings presented don't really give an idea as to how this will look exactly.

*Mr. Walker made a motion to table BAR 16-435 until the next meeting with the following comments:*

*The board is looking for the railing specifications and a scaled plan.*

*Mr. Rockwood seconded the motion. A voice vote was taken and the motion passed 7-0*

**BAR 16-443** Request of Richard Bell for a Certificate of Appropriateness to replace the entry steps at 119 Peyton Street.

Mr. Bell addressed the Board with his concerns for the current entry steps on his home. He stated that due to the steps being on the north side and made of wood they rarely get effective sunlight to dry out any precipitation. He stated he has already replaced them twice due to the wood rotting. He would also like to add a step to reduce the rise from seven and a half inches to six inches.

Mr. Bell proposed a design that will be of masonry construction with an underlying structure of concrete masonry units with a brick face on the sides and risers. The treads are to be  $\frac{3}{4}$  to one inch bluestone treads. The stairs will be a straight run of five steps with the final step to be up and onto the existing porch. There will be a six inch rise and a thirteen inch run for all new treads. The brick will be of similar color as the lead walk bricks with buff or cream color mortar.

Vice Chairman Walker asked if they were planning to replace the railing. Mr. Bell explained that they are going to try to rework the railing so they won't have to replace it.

*Mr. Rockwood made a motion to grant a Certificate of Appropriateness for **BAR 16-443** as submitted. Ms. Jackson seconded the motion. A voice vote was taken and the motion passed 7-0.*

**OLD BUSINESS:**

**BAR 16-248** Request of Richard Hunt for a Certificate of Appropriateness for railing at 438 N. Loudoun Street.

Mr. Hunt proposed a standard straight picket railing. The railing will be thirty six inches high with a four inch picket spacing that will follow the contour of the landing and steps. The end and corner posts will be one and one half inch square and the posts on either side of the circle design will be one inch square. The top rail will be one and 7/8 inches wide and one half inch high. All materials are steel, primed, and powder coated with a matte black finish.

*Vice Chairman Walker made a motion to grant a Certificate of Appropriateness for **BAR 16-248** as submitted with either the lambs tongue cap rail or the scroll alternative. Ms. Elgin seconded the motion. A voice vote was taken and the motion passed 7-0.*

**OTHER BUSINESS:**

The Board members welcomed Don Packard Jr. as a new Board member.

The Board members and staff discussed possible dates for a work session.

**ADJOURN:**

With no further business before the Board, the meeting was adjourned at 4:36 pm