

**BOARD OF ARCHITECTURAL REVIEW  
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, January 7, 2016, at 4:00pm in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia.

**POINTS OF ORDER:**

**PRESENT:** Chairman Rockwood, Vice Chairman Bandyke, Mr. Serafin, Ms. Jackson, Ms. Schroth  
**ABSENT:** Mr. Walker, Ms. Elgin  
**STAFF:** Josh Crump, Erick Moore, Carolyn Barrett  
**VISITORS:** Gail Engel

**APPROVAL OF MINUTES:**

Chairman Rockwood called for corrections or additions to the minutes of December 17, 2015. Mr. Serafin made a motion to approve the minutes as submitted. Vice Chairman Bandyke seconded the motion. Voice vote was taken and the motion passed 4-0.

**CONSENT AGENDA:**

None.

**NEW BUSINESS:**

**BAR-15-734** Request of KKE Properties LLC for a Certificate of Appropriateness to replace deteriorated Masonite siding with Hardiplank siding at 28-30 South Braddock Street.

Ms. Engel described the deterioration of the building and the decision to replace the damaged siding.

Chairman Rockwood asked what the condition of the wall was underneath the siding. Ms. Engel said that part of it was removed and a material called Celotex was underneath it. Vice Chairman Bandyke asked what kind of Hardiplank would be installed. Ms. Engel replied 8 ¼" smooth and it looked like what was already there.

*Mr. Serafin made a motion to approve a Certificate of Appropriateness for **BAR-15-734** as submitted. Ms. Schroth seconded the motion. Voice vote was taken and the motion passed 4-0.*

(Ms. Jackson arrived at 4:10pm)

**BAR-16-002** Request of Doris Luu for a Certificate of Appropriateness to repair the roof at 500 North Braddock Street.

Ms. Luu discovered that a section of the roof needed to be repaired due to a water leak. The roof is shingled and it will be replaced with a metal, standing seam roof. Only the lower section of the roof will be replaced. It will be 21" high with a 1" rolled seam and flat panels. There are no plans to alter the gutters.

*Vice Chairman Bandyke made a motion to grant a Certificate of Appropriateness for **BAR-16-002** to replace the shingle roof with a standing seam, charcoal gray colored roof, as submitted. Mr. Serafin seconded the motion. Voice vote was taken and the motion passed 5-0.*

**OLD BUSINESS:**

None.

**DISCUSSION:**

Mr. Crump advised the Board that the Department of Historical Resources will be holding a training session in Leesburg, Virginia, on Monday, March 28, 2016. There are other localities with available dates. He also met with City Manager Eden Freeman and Tim Youmans about the BAR guidelines and the zoning ordinance. Their discussion was about a revision to the guidelines with a few items that would be good to incorporate including Hardiplank. There was also discussion about windows. One possible proposal was that vinyl clad windows would not be considered appropriate in any location in the Primary Secondary Old Town Assessment District. In other areas it would be considered appropriate with post-1947 construction in very limited circumstances. The revisions to the guidelines would have to go to City Council for approval. Another consideration would be requiring building permits for windows. Other localities require permits and it will be a good way to check what materials will be used. Another discussion item was artificial slate roofs and making it permissible for new construction. Mr. Crump said the revisions may be done in-house or be outsourced for a comprehensive look at the guidelines. Staff is going to look into using the new city seal on historical markers and make them available to those who want them changed on their properties. There was discussion about upcoming election of new officers for the Board.

**ADJOURN:**

With no further business before the Board, the meeting was adjourned at 4:28pm.