



TOWN OF WARRENTON

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MINUTES ARCHITECTURAL REVIEW BOARD TOWN OF WARRENTON

October 27, 2016

7:00 P.M.

The regular meeting of the Town of Warrenton Architectural Review Board (ARB) convened on October 27, 2016 at 7:00 PM in the Municipal Building.

Dr. Melissa Wiedenfeld, Chair, called the meeting to order and a quorum was determined. The following were present: Mr. James Tucker, Vice-Chair; Dr. Carole Hertz; Mr. Carter Nevill; and Ms. Denise Harris, Interim Director of Planning and Community Development. Absent were: Mr. Steve Wojcik and Town Council member Mr. Alec Burnett.

Purpose Statement

The Purpose of the Architectural Review Board is to make a decision on applications in order to preserve the character of the Historic District of the Town of Warrenton on behalf of the Town of Warrenton. Decisions of the Board are based upon the Historic Guidelines and a decision for each application is made based upon its own merits. Those decisions do not constitute precedence for any future decisions. The Historic Guidelines provide the framework for consistent decision making by elaborating upon the Zoning Ordinance's goal to identify, protect and preserve the buildings within the Historic District boundaries.

Approval of Minutes

Dr. Wiedenfeld presented the minutes of the meeting of September 22, 2016 for approval. She suggested that the first sentence of the third full paragraph on page three be struck from the minutes as it did not fit in the context of the paragraph. She also noted two typos that required correction.

Mr. Nevill made a motion to strike the first sentence of the third paragraph on page three from the minutes.

Mr. Tucker seconded the motion. The motion passed unanimously. (4-0-1, Wojcik absent)

Mr. Tucker made a motion to approve the minutes with the sentence to be struck and correction to typos.

Mr. Nevill seconded the motion.

The motion passed with all members voting in favor. (4-0-1, Wojcik absent)

New Business

Dr. Wiedenfeld recommended the Architectural Review Board meeting for November be moved to Thursday, November 17, 2016 due to the regularly scheduled time falling on the Thanksgiving holiday.

Mr. Tucker made a motion to move the date of next month's meeting to November 17, 2016.

Mr. Nevill seconded the motion.

The motion passed unanimously. (4-0-1, Wojcik absent)

- **Certificate of Appropriateness 2016-43:** Proposed addition to the 1975 St. John's Convent at 271 Winchester Street; David A. Norden, Architect.

Mr. David A. Norden, AIA, Architect for the project, approached the podium to address the board. Each board member had a packet which contained preliminary plans and photographs of the existing structures. Mr. Norden introduced the head of the building committee for the church. He said they propose to renovate the convent and add 5,000 square feet, 2,500 on each level, for two classrooms, which would be moved from an existing building on another part of the campus. He presented the board with samples of brick which they propose to use on the exterior of the addition. He spoke to the board about architectural features and various design elements for the proposed addition including types of windows, doors and trim.

Board members made comments and asked questions of Mr. Norden regarding the addition and Mr. Norden provided answers.

Mr. Tucker asked if there would be a change of use from residential to school. He added that a site plan must be submitted to the Architectural Review Board for review if one is required.

Mr. Tucker made a motion to approve the application for **Certificate of Appropriateness 2016-43** for the proposed addition at 271 Winchester Street with the following conditions:

1. Proposed addition shall meet all applicable Federal, state and local regulations and permitting requirements.
2. A site plan shall be submitted for the Board's review and approval if such is required.

Dr. Hertz seconded the motion.

All board members voted in favor and the motion passed. (4-0-1, Wojcik absent)

Work Session

Denise Harris, Interim Director of Planning and Community Development presented the administrative approvals for the previous month to the board. She said there were four

administrative Certificates of Appropriateness. One was to move a previously approved sign from Culpeper Street to Fifth Street and one was the High Flyer Arms sign on South Fifth. Two of the administrative approvals were replacement of HVAC's located outside of public view.

A discussion was held regarding computer generated presentations. Mr. Tucker noted he had received several computer generated renditions that gave a bird's eye view. He added that, in the context of the historic district, the board should concern itself with views of which the building could actually be seen, such as eye level or from adjacent buildings.

Dr. Wiedenfeld said the board should ask the staff for documents it deems necessary in order to review projects.

Mr. Tucker talked about the administrative approval for the sign for High Flyer Arms. He said he believed the limit to number of colors in order to get administrative approval was restricting creativity for signs that could enhance the historic district. He suggested relaxing some of the color limitations so applicants aren't limited in that regard.

Ms. Harris said the Town of Warrenton has entered into a contract with a consultant who will update the sign ordinance and this will include sign regulations as they pertain to the historic district. She added this is a national sign ordinance expert who has done this work throughout the country. A short discussion was held regarding sign ordinances and how aspects can limit creativity.

Dr. Wiedenfeld asked if the consultant that would be updating the sign ordinance would be consulting with the Architectural Review Board.

Ms. Harris said yes and added there would be a steering committee and public meetings.

Mr. Tucker made a motion to adjourn the meeting.

Mr. Nevill seconded the motion.

The motion passed unanimously. (4-0-1; Wojcik absent)

The meeting was adjourned at 7:45 p.m.