



**MINUTES
ARCHITECTURAL REVIEW BOARD
TOWN OF WARRENTON
April 28, 2016
7:00 P.M.**

The regular meeting of the Town of Warrenton Architectural Review Board (ARB) convened on April 28, 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 members were present: Mr. James Tucker, Vice-Chair, Dr. Carole Hertz, Mr. Carter Nevill, Mr. Steve Wojcik, and Mr. Jerry Wood Town Council Ex-Officio member. Mr. Wood arrived for the meeting at 7:30 p.m. Ms. Kelly Machen, Community Development Planner was present and represented staff.

Purpose Statement

Dr. Wiedenfeld stated the Purpose of the Architectural Review Board; Statement of Qualifications of Architectural Review Board to be: The Board makes 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 Ordinances goal to identify, protect and preserve the buildings within the Historic District boundaries.

Approval of Minutes

Dr. Wiedenfeld stated the minutes from March 24, 2016 were for approval.

Mr. Nevill asked about **Certificate of Appropriateness 16-9**. The minutes state the COAP was approved, with the condition that a building permit is obtained and the Architectural Review Board approves the color for the building. He asked if the ARB had purview over building colors.

Mr. Tucker stated that the applicant agreed to the conditions. The issue was not on our agenda. There was considerable discussion about the project. It received approval based upon the colors brought back to us for review. It was an agreement between the Board and the owner.

Mr. Nevill questioned the Boards' ability to pass judgment on color and if the Boards' input on it will have any relevance.

Mr. Tucker made a motion to approve the March meeting minutes. Dr. Hertz seconded the motion and the motion passed unanimously 5-0.

New Business

- **Certificate of Appropriateness 16-10.** Replace copper roof with metal roof at 329 Falmouth Street, Kristin Stobo, Owner; Michael Dawson, Contractor.

Mr. Dawson, the contractor for the project, approached the podium. He stated the existing roof has hail damage. The proposed roofing is a copper colored painted metal. He presented the Board with a sample piece of the proposed roofing.

Mr. Nevill noted the following from the Historic Guidelines: “Do not remove and replace a major portion of the roof covering or its features, thereby creating new and no longer historic, instead of repairing or replacing in kind only that part that is deteriorated beyond preservation.” He expressed a concern that the roof damage may not be beyond repair. Mr. Wojcik shared his concern.

Mr. Tucker noted the proposed roofing material was not the appropriate gauge according to the Historic Guidelines and that the color was garish.

ARB members queried Mr. Dawson on issues relating to the roof with Mr. Dawson providing answers.

Dr. Hertz made a motion to table **Certificate of Appropriateness 16-10** to replace the roof at **329 Falmouth Street** with the following conditions:

1. That the owner comes in, talks to the Board, and answers the Board’s questions.
2. That the owner reviews at the Historic Guidelines on replacing existing roofs.

Mr. Tucker seconded the motion. The motion passed 5-0.

- **Certificate of Appropriateness 16-12.** Front façade improvements to 63 Main Street, Charlie Phillips, Owner; David A. Norden AIA., Architect.

This is a circa 1830 building originally built as a residence but became a commercial building in the 1940’s. It is a contributing resource within the historic district.

David Norden, AIA approached the podium and addressed the Board.

Mr. Norden said his firm was asked by the new owner to create a better presence for the building on the street and to make the front of the building more cohesive. He said they propose to apply trim to the building that corresponds to the two windows above that are original and frame the storefront glass inside to mitigate it. The fiberglass shutters on the second story windows would be removed and replaced with proper wood shutters on hinges.

ARB members gave comments and queried Mr. Norden on issues relating to the façade improvements with Mr. Norden providing answers.

Mr. Tucker motioned to table **Certificate of Appropriateness 16-12** for façade improvements at **63 Main Street** and asked that staff, the applicant, and the Board make a concerted effort to find true historical photographs of the building.

Dr. Hertz seconded the motion.

Mr. Nevill voted in opposition to the motion. Mr. Wojcik abstained.

The motion passed with three votes, 3-1-1.

- **Certificate of Appropriateness 16-13.** Addition of screened porch on rear of residence at 32 South Sixth Street, Ed & Terra Phillips, Owners; David A. Norden, AIA., Architect.

Mr. Norden, AIA, said the applicant would like to build a screened porch on the rear of the residence. The proposal includes the use of hardi-plank siding in the panel where the fireplace is and the remainder of the material would be painted cedar. The configuration of the roof is because there is a window on the second story that is required egress. Therefore, the hip of the roof is low to stay underneath the window.

ARB members queried Mr. Norden and owner Terra Phillips on various issues relating to the screened porch with Mr. Norden and the owner providing answers.

Mr. Tucker noted that this is a non-contributing structure in the historic district.

Dr. Hertz motioned to approve application **Certificate of Appropriateness 16-13**, addition of a screened porch on rear of residence at **32 South Sixth Street** with the following conditions:

1. A building permit is acquired.
2. If the conditions are not met, the applicant must appear again in front of the Board.

Mr. Wojcik seconded the motion and the motion passed 5-0.

- **Certificate of Appropriateness 16-14.** Retroactive replacement of a projecting sign at 81B Main Street, RJ Judd, Agent (Sign Doctor Sales & Service Inc.)

This is a retroactive application for the replacement of an existing wooden projecting sign with a new projecting sign composed of high-density urethane. The new sign is the same size as the existing sign at 6.5 square feet. The previous wood sign was considered “grandfathered” because it was approved by the Architectural Review Board and erected prior to the date of the Historic Guidelines.

Mr. Judd approached the podium and addressed the Board. He stated that he had samples of the new sign material, which were provided to the Board.

Dr. Wiedenfeld asked if the sign was already there.

Mr. Judd said yes.

ARB members queried Mr. Judd on issues related to the sign with Mr. Judd providing answers. Several Board members suggested that the applicant review the Historic Guidelines for signs. There were concerns over the proposed sign material and permit application discrepancies.

Mr. Wojcik made a motion to deny the application for **Certificate of Appropriateness 16-14**, replacement of a projecting sign at **81B Main Street**.

Mr. Tucker seconded the motion. Mr. Nevill abstained. The motion passed with four votes 4-1.

Work Session

Mr. Nevill recommends the Architectural Review Board join forces with the business organizations in town to review the sign ordinances and Historic Guidelines. The determination against the use of plastic was to prevent the proliferation of the cheap, illuminated plastic signs, such as the Pepsi-Cola signs and the generic Zenith signs. Many of the wooden signs appear to be in an advanced stage of deterioration. The ARB should look at the availability of materials for signs and how that can be applied to maintain the historic character of the town. He believes the Board stifles innovation, and would like to see a far more open approach to signage; showing how it can enhance the historic district and bring it to relevance to a contemporary society.

Dr. Wiedenfeld asked Mr. Nevill if he would suggest a work session that is open to the public.

Mr. Nevill said a partnership is a good idea. Advocates could be brought in to help revise the Historic Guidelines.

Mr. Wojcik said he would be open to another work session. He was on the Board when work sessions were held regarding signs. He encouraged the Board members to review what had been determined at that time so there would be no need to rehash issues.

Ms. Machen, Community Development Planner stated the Zoning Ordinance section for signs is under review because of a Supreme Court case that has changed how signs are reviewed and how they are permitted. She said the town is considering having a consultant come in to give a presentation on signs to the Planning Commission.

A discussion was held regarding signs and the Historic Guidelines as they pertain to them. Several Board members expressed concern that applicants do not seem to know what the Historic Guidelines are before application. Ms. Machen said she is reviewing applications thoroughly as well as working to obtain as much information as possible and providing applicants the Historic Guidelines, but added she is unable to deny submitted applications.

Dr. Wiedenfeld stated she would research other localities' sign ordinances.

Ms. Machen said she would find the minutes from the sign work sessions that Mr. Wojcik mentioned.

Mr. Nevill made a motion to adjourn the meeting. Dr. Hertz seconded the motion.

The motion passed 5-0.

With no further business to discuss, the meeting was adjourned at 8:40 p.m.

Minutes approved on May 26, 2016.