

**BOARD OF ARCHITECTURAL REVIEW  
Town Hall East Conference Room  
Regular Meeting**

The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town’s website at [www.frontroyalva.com](http://www.frontroyalva.com).

A regular meeting of the Board of Architectural Review of the Town of Front Royal, Virginia was held on January 10, 2023, in the Town Hall East Conference Room.

**CALL TO ORDER**

Chairman Waters called the Board of Architectural Review meeting to order at 7:00 p.m..

**ROLL CALL**

Present: Collin Waters, Chairman  
Holly Rhodenhizer, Vice Chairman  
Angela Toler  
Gary Vaughan  
Katherine Snyder

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Staff Present: Lauren Kopishke, Director of Planning & Zoning  
John Ware, Deputy Zoning Administrator  
Connie L. Potter, Clerk for the Board of Architectural Review

**APPROVAL OF MINUTES**

- December 13, 2022, Regular Meeting.

*Ms. Toler moved, seconded by Chairman Waters to approve the minutes as written.*

VOTE: Yes – Waters, Rhodenhizer, Toler, Snyder  
No – N/A  
Abstain – N/A  
Absent – Vaughan

VOICE VOTE

Mr. Vaughan arrived after the vote.

**PUBLIC HEARING**

- **Application # 2200544 – Mark Poe.** This is an application for a Certificate of Appropriateness to demolish and remove a portion of a contributing structure within the Town of Front Royal's Historic District located at 415 E. Main Street. The property is zoned C-2, Downtown Business District, and is identified as Tax Map 20A8, Section 8, Parcel 6.

Mr. Ware reviewed the application and stated this was a Certificate of Appropriateness to demolish a portion of a contributing structure within the Town of Front Royal's Historic District located 415 E. Main Street. Included in the staff report were Demolition Guidelines, Certificate of Appropriateness Application, and the Preservation Associates of Virginia Report from 1994. This is probably the most intact late 19<sup>th</sup> century façade on Main Street. The estimated date of construction occurred between 1870-1880 for the portion along Blue Ridge Avenue. Mr. Ware gave a virtual presentation showing the portion of the building to be demolished. While the buildings are unified in design, there is still a clear definition of three (3) separate building units due to spacing, size, and the building height. This building was primarily used as a general merchandise and general store. The area in the back has no evidence of time when it was completed. The exterior of the walls is wood frame with stucco applied over the wood frame and the stucco is ruffed in exterior. The building has a standing seam metal roof and the rear section of the building that is being considered for demolition has signs of fire and water damage. Staff findings show that the building interior has suffered at least three (3) fires during its time that has compromised the integrity of the rafters, the wall studs, and the floor joists. This building is located within the FEMA Special Flood Hazard Area, Zone A-E and is subjected to the 1% annual flooding. Mr. Ware explained the exterior renovations and addition to the building that are being proposed. He noted that the Board of Architectural Review members held an on-site tour on January 6, 2023

Mr. Waters opened the public hearing.

William Huck, 409 E. Main Street, Front Royal. Mr. Huck thanked the applicant for proposing the renovations. He is in favor of approving the partial demolition.

Nina Huck, 409 E. Main Street, Front Royal. Ms. Huck is in favor of the partial demolition and wanted to make sure they have access to the sump pump, so they do not get water in their building next door.

Joe Gillette, 146 Cabin Run Lane. Mr. Gillette explained he was the general contractor for the property. The single story additions that there is no record of, have to be rebuilt so it makes sense to demolish them. Grading is better in the rear, and they will address this when he does the foundation work so there will not be any issues. He explained there will be a foundation wall on the building with a drain tile around that so any water will not continue but be diverted. There will be a French drain on the back of the building and tie in towards the sidewalk that have outlets underneath the sidewalks for the gutters.

David Rushton, 761 Harmony orchard Road, Front Royal. Mr. Rushton is in favor of the partial demolition because it is not contributing to the aesthetic function of the building or the Historic District.

There were no additional speakers. Mr. Waters closed the public hearing.

After a brief discussion the Board of Architectural Review members agreed that the application meets the requirements for demolition.

***Chairman Waters moved, seconded by Mr. Vaughan to approve demolition of a portion of the building indicated on the plans.***

VOTE: Yes –Rhodenhizer, Toler, Snyder, Waters, Vaughan  
No – N/A  
Abstain – N/A  
Absent – N/A

ROLL CALL

**NEW BUSINESS**

There were no items for new business.

**OLD BUSINESS**

There were no items for old business.

**OTHER**

There were no additional comments.

**ADJOURNMENT**

***Chairman Waters moved, seconded by Vice Chairman Rhodenhizer to adjourn the meeting.***

VOTE: Yes – Vaughan, Snyder, Waters, Toler, Rhodenhizer  
No – N/A  
Abstain – N/A  
Absent – N/A

VOICE VOTE

The meeting was adjourned at 7:27 p.m.

Approved by Board of Architectural Review  
Date: 2/14/2023