

*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) for a limited time.*

A regular meeting of the Board of Architectural Review of the Town of Front Royal, Virginia was held on May 9, 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

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

**APPROVAL OF MINUTES**

- February 14, 2023, Regular Meeting
- March 14, 2023, Regular Meeting
- April 11, 2023, Regular Meeting

*Vice Chairman Rhodenhizer moved, seconded by Chairman Waters to approve the minutes as written.*

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

VOICE VOTE

**NEW BUSINESS**

- **Application #2300188 – Michelle Matthiae.** A Certificate of Appropriateness application for exterior renovations at 20 Blue Ridge Avenue identified on tax map 20A8-7-6. The property is zoned R-3, Residential District and is located in the Historic Overlay District.

Ms. Kopishke explained this was an application for exterior renovations for the following items:

- Install a partial privacy wall on the rear deck to block Jackson Street.
- Replace railings and balusters on rear deck.
- Extend rear porch.
- Continue concrete sidewalk from the garage over a pea gravel driveway. (Administrative Review)
- Repair a concrete walkway. (Administrative Review)
- Chimney repair and repoint as needed.
- Add support to the left side of the front porch and level it out.
- Replace railings and balusters on the front porch.
- Paint front porch ceiling. (Administrative Review)
- Repaint the trellis. (Administrative Review)

Chairman Waters stated he had met on site with the property owners and said that the changes were reasonable to him.

1) Back porch renovations:

The railings will be wood. The existing columns have to be replaced and will match the front porch.

***Mr. Vaughan moved, seconded by Ms. Snyder to approve the back porch modifications as outlined in the staff report.***

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

VOICE VOTE

2) Chimney:

***Ms. Toler moved, seconded by Chairman Toler to approve the repairs for the chimney as needed.***

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

VOICE VOTE

**3) Front Porch:**

*Ms. Toler moved, seconded by Mr. Vaughan to approve the structural support on the front porch and replace the wood railing for repairs as needed with like materials.*

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

VOICE VOTE

- **Application #2300271 – Robert MacDougall.** A Certificate of Appropriateness application to install and paint a mural on Hardie Panel at 118 E. Main Street identified by tax map 20A8-4-28. The property is zoned C-2, Downtown Business District and is located in the Historic Overlay District.

Ms. Kopishke stated that the application request was for a forty-foot (40’) mural on the back-alley wall portion of 118 E. Main Street that faces the outdoor seating area of Vibrissa Brewery. A rendering of the mural was included in the Staff Report.

The applicant Mr. MacDougall explained that the Hardie board will be attached to a frame which will be attached to the structure.

*Vice Chairman Rhodenhizer moved, seconded by Ms. Toler to approve the mural and Hardie panel for 118 E. Main Street.*

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

VOICE VOTE

- **Application #2300241 – Sebastian Jansen.** A Certificate of Appropriateness application for exterior renovations at 20 Water Street identified on tax map 20A8-6-B-22. The property is zoned C-2, Downtown Business District and is located in the Historic Overlay District.

Ms. Kopishke explained there were five (5) items requested on this application submitted by Sebastian Jansen for 20 Water Street.

The application is for the following requests:

1. Install a 6’ to 8’ wood or brick privacy fence around the exterior of the property.

Mr. Jansen described the location of the proposed fencing. He would like to install a brick fence and provided pictures of what he would like to install, however with his current budget he is leaning towards a wood privacy fence.

Staff explained that the fence would need to be raised off the ground due to being located in the floodplain.

***Vice Chairman Rhodenhizer moved, seconded by Mr. Vaughan to approve a wood or brick fence in compliance with the floodplain regulations.***

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

VOICE VOTE

2. And 3. Install pane doors on the exterior of the building. Install wooden doors on the exterior of the building.

Mr. Jansen explained the location of the doors. He would like to install wood pane doors with metal accents and the original wood barn doors on the outside as sliding doors.

***Vice Chairman Rhodenhizer moved, seconded by Ms. Snyder to install the original existing wood barn doors on the exterior and wood doors on the inside with metal features.***

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

VOICE VOTE

4. Install Veneer on the front walls with stone or concrete “stone”.

Mr. Jansen explained that he currently has approval for a stucco finish on the retaining walls and he would like to install a precut stone veneer and possibly use slate for the stairs.

***Ms. Toler moved, seconded by Chairman Waters to approve the 4<sup>th</sup> item to install stone veneer on the existing retaining wall and approve the stone material for the stairs.***

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

VOICE VOTE

5. Replace sections of the existing metal roof with like for like materials.

This item can be approved administratively by staff.

## OLD BUSINESS

- **Application #2300007 – Ryan McGuire on behalf of Samantha Morrison.** This is an application for a Certificate of Appropriateness to remove and replace the existing metal roof with a New Erie Roof System, fiberglass shingles in Atlantic Blue color at 301 E. Prospect Street on a contributing structure in the Historic Overlay District. Work is complete.

This application has been ongoing since the February 14, 2023 BAR meeting.

Ms. Kopishke expressed that in her opinion the Board should deny this application because the company installing the roof wants proof that a metal roof is required on the site. If the BAR denies the application then the applicant is still in violation and the company would have to install the metal roof.

Board members expressed concern that they did not want the applicant to be in the liability crosshairs since the contractor misled the applicant regarding installation of the roof. After a brief discussion the following motion was made.

***Chairman Waters moved, seconded by Ms. Snyder to deny the Certificate of Appropriateness for 301 E. Prospect Street to replace the existing metal roof with fiberglass shingles.***

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

VOICE VOTE

## OTHER

Mr. Vaughan asked for an update regarding the house on Cloud Street reroof that has already started removing metal to replace it with shingles.

Ms. Kopishke said that staff is waiting on the property owner to submit their application. Currently the property owner is stating that the metal roof costs are triple the cost of the asphalt shingles and that they are not interested in putting a metal roof back on the house. She told the applicant to make the roof waterproof until they can come before the board for review.

**ADJOURNMENT**

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

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

VOICE VOTE

The meeting was adjourned at 8:00 p.m.

Approved by Board of Architectural Review  
Date: 8/8/2023