



***LEESBURG BOARD OF ARCHITECTURAL REVIEW
BUSINESS MEETING MINUTES***

Monday, 18 January 2012
Town Hall, 25 West Market Street
Council Chamber

MEMBERS PRESENT: Dieter Meyer, Chair; Richard Koochagian, Parliamentarian; Teresa Minchew; Tracy Coffing; Paul Reimers; Edward Kiley

MEMBERS ABSENT: Jim Sisley, Vice-Chair; Mary Harper, Planning Commission Representative; Marty Martinez, Town Council Representative

STAFF: Annie McDonald, Preservation Planner; Barbara Notar, Deputy Town Attorney

Call to Order and Roll Call

Mr. Meyer called the meeting to order at 7:00pm, noted attendance and determined that a quorum was present.

Approval of Minutes

Mr. Kiley moved to approve the December 19 meeting minutes as amended; Mr. Reimers seconded the motion, and it passed unanimously 5-0-1-1 (Coffing abstain, Sisley absent).

BAR Member Disclosure

There were no disclosures other than Mr. Reimers recused himself from TLHP 2011-0093 because of a recent financial transaction with the owner.

Petitioners

None

Consent Agenda

No cases were recommended for the consent agenda.

Public Hearing Agenda

a. THLP-2011-0077, (H-1 Overlay District), Applicant: Fabian Saeidi, Project: 15 Liberty Street SW, addition of white vinyl lattice railing to front porch.

Annie McDonald explained this was originally reviewed on December 19 and continued to this evening's meeting to allow the applicant to consider alternate railing designs. A drawing was given to the applicant with a design that better fit the historic district guidelines. She recommends approval of this design.

Ms. Minchew asked for confirmation that this would be in wood and painted white. Mr. Saeidi responded that yes, it would. There were no further questions from the other Board members other than Chairman Meyer's recommendation that the size be changed. Mr. Koochagian asked if the gate was still part of the design. Mr. Saeidi said he wanted a gate so it was recommended that they defer design of the gate to staff for approval provided it matches the rest of the design.

Based on the facts that: the building is an historic contributor to the Old and Historic District and that current design is consistent with traditional porch rail design in wood with matching gate, and that all other size and dimensions will be submitted to staff prior to construction, Ms. Minchew moved to approve BAR case TLHP-2011-0077. Mr. Koochagian seconded the motion, and it passed unanimously 6-0-1 (Sisley absent).

b. TLHP-2011-0093, (H-1 Overlay District), Applicant: Joyce Muse Griffith, Project: 124 Harrison Street, NE. Installation of a prefabricated shed.

Annie McDonald said this tied to the demolition of the garage at 124 Harrison Street. This shed is in place and this is merely an application for it since one had not been submitted in the past. Once the garage was demolished, the shed was purchased because of a need for outside storage. Staff recommendation for this is a deferral to a work session since it was discovered that the shed was not built with materials consistent with the Old and Historic District Guidelines.

The applicant came forward and said that the property is jointly owned with her sister and brother and Their rental agreement with their tenant it states that they will provide outdoor storage for yard tools. She went on to say that they researched various shed styles and contacted a carpenter who said he Could not build a shed for the price they could get the shed for at Home Depot. They placed the shed In the proper spot and made sure to paint it in accordance with the color scheme in the surrounding Area.

Ms. Minchew asked if she was aware that this required approval. Ms. Griffith replied that she was not aware.

Chairman Meyer said it replicated the appearance of reverse board and batten which he feels is approvable.

Mr. Kiley asked what the point was in deferring this to a work session. Ms. McDonald replied that if they felt the materials were not consistent with the Old and Historic District Guidelines, they could defer to another meeting.

Mr. Koochagian said he felt it was T111, and while he understood it could be mistaken for reverse board and batten, in this case it is not close enough.

Ms. Coffing asked what color this was? It's a somewhat grey color. She went on to say that the color and material was not a problem to her, and while the roof style was different, she could also live with that.

Chairman Meyer said he did not see any negative impact of this structure.

Mr. Koochagian was concerned that they would set precedent for this use of material in the Old and Historic District.

Ms. Minchew weighed in saying that given the period of the house the structure does meet the minimum requirements, but noted that had the owner come before the BAR prior to placement of the shed, the BAR could have provided guidance regarding style and materials.

Ms. Coffing stated that she felt the structure was approvable as is based on the age of the house and the fact that it is a non-contributing factor to the H-1 District.

Based on the facts that: the house on this property was built in 1955, and that the house is a non contributing structure in the Old and Historic District, and that the shed is subordinate to this structure, and that the T111 is not identified as appropriate in the OH&D but is considered appropriate to the period of the house, Tracy Coffing moved to approve BAR case TLHP-2011-0093 as submitted. Mr.

Kiley seconded the motion, and it passed 4-1 (Koochagian opposed)-2 (Reimers recused, Sisley absent).

c. TLHP-2012-0001, (H-1 Overlay District), Applicant: Kevin Ash, Ellis Dale Construction, Project: 203 Loudoun Street SE, Comprehensive Sign Plan for Leesburg Central.

Annie McDonald gave the staff presentation regarding this application highlighting proposed comprehensive sign plan for the site. This includes a monument sign and three projecting signs at the building entrances. On the rear side there will be a directory sign and address sign. On Building 2 there is only one projecting sign and a smaller directory sign and an address sign. The sign design is consistent with what is allowed in the H-1 District. Staff recommends approval with the reduced size, along with the modification of the monument sign to incorporate a brick base to connect the two brick piers and the address sign height will be reduced to seven feet to conform with the sign ordinance.

The applicant came forward and said they agreed to the modifications and will make adjustments accordingly.

There were no questions, nor any discussion on this particular application.

Based on the facts that: the materials and color are consistent with the sign guidelines as well as prior BAR approvals of signs in the Old and Historic District, and the number of projecting signs is the same as the number of exterior entrances along Loudoun Street, and the directory signs are sized to fit the projected number of tenants in each of the buildings and located interior to the site, will have only limited impact on the character of the Old and Historic District, and the address signs will be located interior to the site with the HDU arches finished black and located flush with the building surface, and the monument sign is designed in character with the building and will be reduced to a height of no more than seven feet, Ms. Minchew moved to approve BAR case TLHP-2012-0001 with the following modifications / on the conditions that: the design of the monument sign will be adjusted to an overall height of seven feet, a revised design will be submitted to staff for final review and approval prior to installation, and any and all signs designed in accordance with this comprehensive design plan will need to first obtain sign permits prior to installation. Any signs that do not meet the standards of this comprehensive sign plan will need BAR approval and sign permits prior to installation. Mr. Koochagian seconded the motion, and it passed unanimously 6-0-1.

Administrative Agenda

- a. **Election of BAR officers for the 2012 calendar year.** Chairman Meyer explained that he is term limited based on the by-laws so he cannot serve as Chairman at this time. Mr. Kiley volunteered to serve in the capacity of Parliamentarian. Mr. Kiley moved to nominate Richard Koochagian as Chairman, Jim Sisley as Vice Chairman and Ed Kiley as Parliamentarian. The motion was seconded by Ms. Coffing and passed unanimously 6-0-1.
- b. **Transition Update.** Annie McDonald updated the BAR that Christopher Murphy and Susan Berry Hill would be the primary contacts for any BAR related inquiries. The closing date for the position is February 3. There is then a period of around two weeks for review of the applications and Ms. McDonald added that she was not sure what, if any, role the BAR might play in the selection process.
- c. **Administrative Approvals of COAs.** Ms. McDonald stated that she had done six administrative approvals during the past month, a sign plan at Fort Evans II, ne signs at 962 Edwards Ferry Road in Shenandoah Shopping Center, a new fence at 229 N. King St., roof replacement at Chesterfield Place, a new fence at 109 Liberty Street, new storm door on 7 Wirt St., NW

Chairman Meyer thanked Annie McDonald for her tenure with the Town and the knowledge and leadership that she brought to the position.

ADJOURNMENT: The meeting adjourned at 8:12 pm

NEXT REGULAR BUSINESS MEETING:
Wednesday, February 22, 2012
25 West Market Street
Leesburg, Virginia

Dieter Meyer, Chair

Christopher Murphy, Zoning Administrator